



COMMISSIONING CHECKLIST

PROJECT NAME:

MECHANICAL SYSTEMS - Heating, Ventilating, and Air Conditioning (HVAC)

Main Items Included in Scope	Required	
Thermometers and gauges	X	
Vibration isolation	X	
Steam condensate system	X	
Hot water heating systems	X	
Computer room HVAC systems	X	
Chemical water treatment systems	X	
Chillers	X	
Cooling towers	X	
Condenser water system	X	
Air terminal unit systems, VAV, PIU, etc.	X	
Humidifiers	X	
Duct silencers	X	
Dampers	X	
Variable frequency drives and motors	X	
Air distribution systems	X	
Exhaust air systems	X	
Trend logs	X	
Network communication	X	
Test and Balance verification	X	
Refrigeration equipment and controls	X	
Chilled Water System	X	

BUILDING ENVELOPE

Main Items Included in Scope	Required	Options Selected
Roofing system – water-proofing, insulation, roof membrane, rain and ice shield, pitch, coping, flashing, curbs for mechanical equipment, downspouts, drains, scuppers		<input type="checkbox"/>
Exterior skin – curtainwall, storefront, masonry, brick / stone veneers, precast panels, metal panels, stucco / EIFS, siding		<input type="checkbox"/>
Walls – vapor barriers, insulation, mortar nets, weeps, joints, sealants, masonry ties		<input type="checkbox"/>
Slab on grade – vapor barriers, water-proofing, drainage, foundation drains		<input type="checkbox"/>
Doors and windows – sealants, mechanical operation, sills, flashing, end dams, hardware		<input type="checkbox"/>
Water tests, mockups, wind loads, thermal infiltration		<input type="checkbox"/>
Special design features – dome, cornice, canopy, skylight, etc.		<input type="checkbox"/>

NOTES:



COMMISSIONING CHECKLIST - 2

ELECTRICAL SYSTEMS

Main Items Included in Scope	Required	Options Selected
Service switchgear		<input type="checkbox"/>
Emergency power system		<input type="checkbox"/>
Generators		<input type="checkbox"/>
Lighting controls (scheduled activators and occupancy sensors)	X	-
Daylight dimming controls	X	-
Lighting - exterior		<input type="checkbox"/>
Lighting - interior		<input type="checkbox"/>
Switchboards		<input type="checkbox"/>
Distribution panel boards		<input type="checkbox"/>
Motor Control Centers		<input type="checkbox"/>
Power monitoring and metering	X	-
Transient voltage surge suppressors		<input type="checkbox"/>
Variable frequency and speed drives		<input type="checkbox"/>
Grounding and ground fault systems		<input type="checkbox"/>
Over-current protective devices		<input type="checkbox"/>
Low voltage bus ways		<input type="checkbox"/>
Thermographic survey		<input type="checkbox"/>
White noise system		<input type="checkbox"/>
Paging system and security		<input type="checkbox"/>
ATS auto transfer switches		<input type="checkbox"/>
Buss duct and tap devices		<input type="checkbox"/>
Fire alarm and smoke detectors		<input type="checkbox"/>
Standby and emergency power systems		<input type="checkbox"/>
Emergency lighting		<input type="checkbox"/>
Security systems		<input type="checkbox"/>
Electrical primary voltage system		<input type="checkbox"/>
Transformers		<input type="checkbox"/>

NOTES:

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COMMISSIONING CHECKLIST - 3

LABORATORY SYSTEMS

Main Items Included in Scope	Required	Options Selected
Lab waste neutralization		<input type="checkbox"/>
Fume hoods	X	-
Special gas manifolds		<input type="checkbox"/>
Vacuum air system		<input type="checkbox"/>
Compressed air system		<input type="checkbox"/>
Emergency shower / eyewash		<input type="checkbox"/>
Sinks and drains	X	-
Electronic calendaring or directory		

PLUMBING SYSTEMS

Main Items Included in Scope	Required	Options Selected
Cleaning / flushing water systems		<input type="checkbox"/>
Trap primers		<input type="checkbox"/>
Vibration isolation		<input type="checkbox"/>
High purity water system		<input type="checkbox"/>
De-ionized water system		<input type="checkbox"/>
Thermometers and gauges		<input type="checkbox"/>
Irrigation systems		<input type="checkbox"/>
Water filtration (general use)		<input type="checkbox"/>
Domestic hot water systems	X	-
Tempered water systems	X	-
Fuel oil / gas systems		<input type="checkbox"/>
Potable water and booster pump systems		<input type="checkbox"/>
Sump pumps and electors		<input type="checkbox"/>
Backflow preventers and relief valves		<input type="checkbox"/>
Compressed air systems (non-lab use)		<input type="checkbox"/>

RENEWABLE ENERGY SYSTEMS

Main Items Included in Scope	Required	Options Selected
Heat recovery systems	X	-
Controls and thermostats	X	-
Photovoltaic cell panels (solar power systems)	X	-

Solar hot water systems	X	-
Geothermal systems	X	-
NOTES:		

COMMISSIONING CHECKLIST - 4

RETRO-COMMISSIONING		
Main Items Included in Scope	Required	Options Selected
Compressed air system		<input type="checkbox"/>
Steam condensate system		<input type="checkbox"/>
Hot water heating system		<input type="checkbox"/>
Computer room HVAC system		<input type="checkbox"/>
Chemical water treatment system		<input type="checkbox"/>
Chillers		<input type="checkbox"/>
Cooling towers		<input type="checkbox"/>
Air terminal unit systems, VAV, PIU, AHU, etc.		<input type="checkbox"/>
Humidifiers and controls		<input type="checkbox"/>
Dampers		<input type="checkbox"/>
Variable frequency drives and motors		<input type="checkbox"/>
Air distribution systems		<input type="checkbox"/>
Exhaust air systems and building pressurization controls		<input type="checkbox"/>
Building automation systems, including controlled devices, sensors, control loops, and logic		<input type="checkbox"/>
Lighting controls (scheduled activators and occupancy sensors)		<input type="checkbox"/>
HVAC DX systems		<input type="checkbox"/>
Domestic hot water systems		<input type="checkbox"/>
NOTES:		

