



## Construction Management

University of Missouri-Columbia

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Planning, Design & Construction Campus  
Facilities

117 General Services Building

Columbia, MO 65211-3200

Project

Drawing # \_\_\_\_\_

DATE

Tag # \_\_\_\_\_

### AHU CHECKLIST

ARRIVAL			
Model Verification			
	Specified	Submitted	Installed
Manufacturer			
Model			
S/N			
Cooling Capacity			
Heating Capacity			
Volts/PH/A			

Item		Comment
AHU free of damage?		
Access door latches operable?		
Gaskets for access doors OK?		
Inspect Demounts for proper reassembly?		
All Components (mixing boxes, coils, fans are present and in proper order?		
Extended grease lubrication lines installed for each fan?		
Protective shroud for belts in place and secure?		
Heating/Cooling Coil surfaces free of damage?		
Drain Pans Stainless steel?		
Adjacent floor drains ready?		
Installation and start up manual is on site?		
Unit Tags Affixed		

Supply fan horsepower		Design	Submitted	Installed
Fan voltage and full load amps.		Voltage	Amps	
Fan efficiency design/actual		Normal	High	Inverter Duty

Return fan horse power		Design	Submitted	Installed
Fan voltage and full load amps.		Voltage	Amps	
Fan efficiency design/actual		Normal	High	Inverter Duty

## AHU CHECKLIST

Concrete pad design/actual		
Unit Secured as required?		
Adequate Clearance around unit for maintenance?		
Unit Clean?		
Shipping bolts removed?		
Drain pan piping install per drawings and primed?		
Coil piping matches contract drawings?		
Control valves installed correctly?		
High point vent installed?		
Drains installed and capped?		
Piping has been tested and flushed?		
Piping insulation completed? Type and thickness as required?		
Piping supply and return labeled correctly?		
Ductwork installed and tested?		
Ductwork insulated?		
All dampers and air valves set wide open?		
Dampers installed and operate correctly?		
Pulleys and belts aligned and tight?		
VFD's commissioned?		
Overloads set at proper value?		
Starters commissioned?		
Overloads the right size?		
Motor rotation in proper direction?		

### AHU CHECKLIST

Controls installed per plans?				
Freeze stat installed and tested?		Set point		
Static pressure safety installed and tested?		Set point		
Smoke detectors installed and tested?				
Supply fan amps at 60 hertz		FLA	Running	
Return fan amps at 60 hertz		FLA	Running	
All controls checked for proper operation and sequence?				
Manufacturers startup checklist completed and attached?				
Final filter change if required.				

Inspector Name (print) \_\_\_\_\_

Inspector Signature \_\_\_\_\_

**\*Fill out all form fields before signing!**

Name	Organization	Title	Signature
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\_\_\_\_\_  
University of Missouri Commissioning Authority



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