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 06
 BUILDING DEPARTMENT
 BCPS

DRAWING KEY NOTES:
 1 LOCATION OF NEW FAN COIL UNIT AND DUCT HEATER.

GENERAL NOTES:

- CONTRACTOR TO PROVIDE COMPLETE TEST AND BALANCE OF BUILDING 1, 2, 3, 4, 5 & BUILDING 6 AIR CONDITIONING SYSTEM. TEST AND BALANCE IS TO INCLUDE ALL AIR CONDITIONING EQUIPMENT, EXHAUST FANS, SUPPLY, RETURN, AND EXHAUST INLETS/OUTLETS. NOT ALL OUTLETS AND DISTRIBUTION DEVICES AND A/C EQUIPMENT MAY BE INDICATED. THE TEST AND BALANCE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE FULL EXTENT OF THEIR WORK AND TESTING, BALANCING AND VERIFYING THE PERFORMANCE OF ALL A/C SYSTEMS, CONTROLS, AND PIECES OF EQUIPMENT AND RELATED APPURTENANCES IN THE BUILDINGS AND CHILLER YARDS.
- SUPPLY, RETURN, AND EXHAUST DUCTWORK ARE SHOWN FOR TEST AND BALANCE PURPOSES ONLY.
- CONTRACTOR TO PROVIDE NEW INSULATION FOR THE CHILLER PUMPS.
- INTERNALLY LINED DOUBLE WALL INSULATED GALVANIZED STEEL DUCTS SHALL BE PROVIDED ON ALL MECHANICAL ROOM SUPPLY AND RETURN AIR DUCTS FOR A DISTANCE OF 20 FEET TO AND FROM THE AIR HANDLING UNIT (AHU) DISCHARGED AND RETURN AIR OPENINGS.

NOTE:
 ALL DUCTWORK IS EXISTING TO REMAIN UNLESS OTHERWISE NOTED.

TEST & BALANCE NOTES:

WATERSIDE

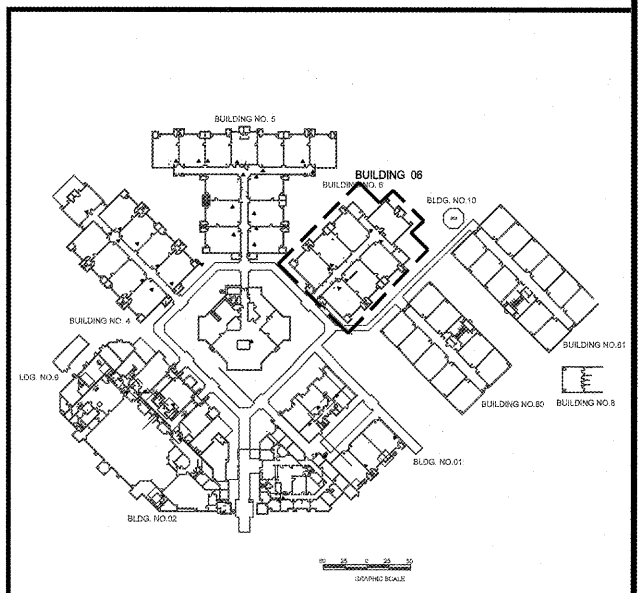
- OPEN VALVES TO FULL POSITION, INCLUDING COIL STOP VALVES, CLOSE BYPASS VALVES, AND OPEN RETURN LINE BALANCING COCKS.
- CLEAN STRAINERS.
- EXAMINE WATER AND SYSTEM TO VERIFY A CLEAN AND TREATED SYSTEM.
- CHECK PUMP ROTATION.
- CHECK SYSTEM IS FULL OF WATER.
- SET TEMPERATURE CONTROLS TO HAVE COILS CALL FOR FULL COOLING.
- CHECK OPERATION OF AUTOMATIC BYPASS VALVES.
- CHECK AND SET OPERATING TEMPERATURES OF CHILLERS TO DESIGN REQUIREMENTS.

TEST & BALANCE NOTES:

AIRSIDE

- TEST AND BALANCE THE SUPPLY AIR SYSTEMS, RETURN SYSTEMS, AND EXHAUST SYSTEMS, RELIEF SYSTEM AND EXFILTRATION SYSTEMS.
- VERIFY THE TEMPERATURE CONTROL SYSTEM OPERATION.
- TEST THE SYSTEMS FOR PROPER SOUND AND VIBRATION LEVELS.
- ADD DEVICES AS NECESSARY TO ACHIEVE PROPER ADJUSTING AND BALANCING.
- VERIFY THE PERFORMANCE OF ALL EQUIPMENT AND AUTOMATIC CONTROLS.
- CHECK FOR LEAKS IN DUCTWORK. SEAL AS NECESSARY.
- CHECK ALL DAMPERS FOR PROPER OPERATION TO INCLUDE, RELIEF DAMPERS, EXFILTRATION DAMPERS, AND GRILLES. SOME DAMPERS MAY HAVE FAILED IN THE OPEN POSITION.
- ENSURE ALL DAMPERS ARE OPENING AND CLOSING AS REQUIRED.
- CHECK THE EXFILTRATION GRILLES FOR PROPER OPERATION.
- CHECK FILTERS FOR CLEANLINESS AND REPLACE IF NECESSARY.
- CHECK FAN BELT TENSION AND FAN ROTATION.
- IF DUCT INSULATION IS CUT TO OBTAIN ACCESS, THEN IT SHOULD BE PATCHED AND INSULATED AS NECESSARY.
- PROPERLY SEAL ALL DUCTS.
- IF WHILE DOING THE TEST AND BALANCE THE CONTRACTOR ENCOUNTERS ANY PARTS OF THE SYSTEM IN DESREPAIR THE CONTRACTOR IS TO REPLACE THE EQUIPMENT.
- CONTRACTOR TO PROVIDE CLEANING OF ALL DUCTWORK.
- ADJUST EXISTING OUTSIDE AIR LOUVERS AS REQUIRED TO OBTAIN OPTIMUM OUTSIDE AIR FOR BALANCING PURPOSES.

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