



HVAC COMMISSIONING SYSTEM VERIFICATION/START-UP CHECKLIST ROOF TOP UNIT

PROJECT: Sample Project	
Equipment: RTU-1	Location: Roof
System/Area Served: Floor A	Related: Lennox LGH072H4B

ITEM	√	INITIALS	COMMENTS
PRE-START-UP INSPECTION			
Operation and maintenance information supplied to owner	<input type="checkbox"/>		
Unit has engraved ID Labels with 1" Letters	<input type="checkbox"/>		
Mounting/support system and vibration isolation	<input type="checkbox"/>		
Mounted on curb level and plumb	<input type="checkbox"/>		
Unit location provides ease of maintenance access	<input type="checkbox"/>		
Unit is free of debris and clean	<input type="checkbox"/>		
Access doors and panels installed correctly	<input type="checkbox"/>		
Filters installed 2" Merv 5	<input type="checkbox"/>		
Panels and doors free from dents or scratches	<input type="checkbox"/>		
Coils fins clean and straight	<input type="checkbox"/>		
Duct system complete and pressure tested	<input type="checkbox"/>		
No flexible duct over 5' in length	<input type="checkbox"/>		
Supply Fan rotates freely no rubbing or binding	<input type="checkbox"/>		
Condensate drain trap installed piped to nearest roof drain	<input type="checkbox"/>		
Outside air dampers have full range of motion no restrictions	<input type="checkbox"/>		
Air intakes at least 10' from exhaust outlets, dryer vents, and plumbing vents.	<input type="checkbox"/>		
Low Pressure Ductwork follows detail M201	<input type="checkbox"/>		
Gas piping complete to Gas train with union and shutoff	<input type="checkbox"/>		
All sensors, switches, and safeties installed including smoke detectors & CO2 sensors, M201 Note 16	<input type="checkbox"/>		
Electrical wiring and grounding complete, connections tight	<input type="checkbox"/>		
Overload protection (sized correctly)	<input type="checkbox"/>		
Disconnect switch installed within line of sight	<input type="checkbox"/>		
Control wiring complete	<input type="checkbox"/>		
Control system - point to point checks complete	<input type="checkbox"/>		



**HVAC COMMISSIONING
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ITEM	√	INITIALS	COMMENTS
START-UP to be checked and witnessed by PerfCx			
Fan rotation correct	<input type="checkbox"/>		
Electrical interlocks - stop/start	<input type="checkbox"/>		
Fill condensate drain and verify drain flow	<input type="checkbox"/>		
Vibration & noise level acceptable	<input type="checkbox"/>		
Gas Inlet Pressure:	<input type="checkbox"/>		
Supply Motor Voltage 1-2:	<input type="checkbox"/>		
Supply Motor Voltage 1-3:	<input type="checkbox"/>		
Supply Motor Voltage 2-3:	<input type="checkbox"/>		
Supply Fan Motor Amps L1 :	<input type="checkbox"/>		
Supply Fan Motor Amps L2 :	<input type="checkbox"/>		
Supply Fan Motor Amps L3 :	<input type="checkbox"/>		
Exhaust Motor Voltage 1-2:	<input type="checkbox"/>		
Exhaust Motor Voltage 1-3:	<input type="checkbox"/>		
Exhaust Motor Voltage 2-3:	<input type="checkbox"/>		
Exhaust Fan Motor Amps L1 :	<input type="checkbox"/>		
Exhaust Fan Motor Amps L2 :	<input type="checkbox"/>		
Exhaust Fan Motor Amps L3 :	<input type="checkbox"/>		
RTU safeties energized and operational	<input type="checkbox"/>		

Signature: _____

Date: _____

