

Description	N/A	✓	Notes
1. Systems:			
a. humidification			
b. water treatment			
c. sprinkler			
d. temperature control			
e. air balance			
f. automated building control			
2. Special equipment: heat recovery units, etc.			
a. clean:			
i. strainers			
ii. inside of air handling systems/fans/ducts/coils/terminal units, etc.			
b. valves:			
i. seals			
ii. missing identification tags			
c. lubricate bearings			
d. check for fan noise			
e. straighten bent fins on all coils on finned radiation elements			
f. vibration isolators			
g. physical damage to pipe/duct/equipment insulation			
h. damaged paint or finishes on equipment			