

CHECKLIST

Superintendent Building

Date:

Inspection Completed By:

Mechanical Room

Visual Inspection for water leaks:

Boilers

Pumps

Relief Valves

Audible Inspection (unusual noises)

Temperature:

Domestic Hot Water Tank °C

Supply & Return Water to Building Loop °C

Chilled Water °C

Overall Room °C

Alarms Sounding on Equipment:

Boiler

Chiller

Refrigerant Monitor Reading
(should be 0ppm)

Rooftop Inspection

Cooling Tower:

Visible Leaks

Fans Operational

Alarms on Tower VFD (if fans not running)

Inlet Temperature °C

Outlet Temperature °C

Exhaust fan(s):

Operational

Unusual Noise

Rooftop Units (if applicable):

Running

Unusual Noise

Temperature (in area they serve) °C

CHECKLIST

Superintendent Building

Parking Garage

Exhaust Fans

Operational

Do they cycle on and off as required?

CO monitors

Functioning

In alarm mode

Overall temperature in the garage °C

Unit heaters are operational

Pipes for the sprinkler system wrapped

Sump Pumps

In alarm

Draining

Can you hear the pump turning on
when switch is turned to manual?

Electrical Room

(garage or PH mechanical room)

Temperature of the room °C

Are the exhaust fans room running?

Miscellaneous

MUA's

Operational

Fan running

If off, is there an alarm?

Corridors

Temperature - Resident corridors

Odours