
Appendix D: Facilities Survey Scope Sheet

The Facilities Survey Scope Sheet is a checklist that may be used to perform the Facilities Survey in a consistent, systematic way.

Site

Civil

- Sidewalks, roads, parking lots, ADA
 - Domestic/fire water, fire hydrants
 - Sanitary sewer
 - Storm sewer
 - Natural gas
 - Underground fuel storage tanks
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Mechanical

- HVAC distribution piping
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Electrical

- Power distribution
- Lighting
- Systems

Appendix D: Facilities Survey Scope Sheet (cont.)

Site (cont.)

Lighting

- Power distribution
- Data/telecommunications distribution

Building

For all building inspections, write a general description of the building (name, number and what it is used for.)

Architectural

- Foundation and structural framing
- Exterior skin
- Roof
- Glass and glazing, entrances and storefronts
- Interior partitions and doors
- Ceilings, flooring, paint and wall covering
- Elevator
- ADA

Appendix D: Facilities Survey Scope Sheet (cont.)

Building (cont.)

Mechanical

- HVAC
 - Equipment--AHUs, fans, fan coil units through the wall air conditioning units, chillers, boilers, cooling towers, heat exchangers, deareators, pumps, humidifiers, heaters, insulation, etc.
 - Air distribution--ductwork, terminal boxes, dampers, duct smoke detectors, insulation, air devices, louvers, hoods, air measuring stations, etc.
 - Piping--chilled and condenser water, steam and condenser return, insulation, valves, flow meters, chemical treatment, separators, expansion tanks, etc.
- Plumbing
 - Equipment--boilers, heaters, fixtures, water pumps, vacuum pumps, air compressors, water coolers, etc.
 - Piping--domestic water, sanitary sewer, storm sewer, condensate, gas, acid waste, neutralization basins, drains, medical gas, water treatment, insulation, valves, meters, regulators, etc.
- Fire Protection
 - Equipment/piping--pumps, sprinkler heads, FDC, siamese connections, FHC, PIV, etc.
- Electrical
 - Power
 - Lighting
 - Systems