

HVAC ASSESSMENT REPORT

PROJECT

FACILITY VENTILATION UPGRADE/
AIR FILTER REPLACEMENTS

REQUIREMENTS

The assessment report should be completed by Qualified Testing Personnel or Qualified Adjusting Personnel and submitted with application and final project report.

- Name and address of facility and person or contractor preparing and certifying the report
- Documentation of HVAC equipment model number, general condition of unit, and any additional information that could be used to assess replacement and repair options given potential for ventilation and filtration upgrade
- Assessment that the current HVAC system can handle air filters with the MERV of 13 or greater or needs to be upgraded to hand such air filters
- The verified ventilation rates for facility and whether those rates are proper for the capacity of facility
- Documentation of system deficiencies and recommendations for additional maintenance, replacement, or upgrades to improve ventilation, energy efficiency, safety, or performance