

Design tab.

Road map to Certification (New Client Form, New Page)

Apply for Certification: (like the contact us form, there should be another form)

- a. Applicants name
- b. Name of company
- c. Address
- d. Type of Buildings
- e. Type of Business
- f. Property owner
- g. General Contractor **text?? yes**
- h. Company Project manager

Installation Company

Step 1. Planning (Company 1 will upload all the data)

- a. Outdoor environment reports submittals (attach)
- b. Indoor environment reports and submittals (attach)
- c. Blueprints and engineering design (attached)
- d. Number and type of AC systems with space for model #
- e. Table of pollutants generated for manufacturing/ fabrication/shipping plants. (Check each off) – **skip for now**
- f. Outdoor airflow directional assessment- month by month. (attach)
- g. The layout of clean to less clean air within confined space (attach top view layout of the room with arrows pointing out airflow) (Attach)

Step 2. Approved Design (Blueprint design must locate all of the following.) **(All below docs need to be approved by admin (Fermin) before proceeding to the next Step)**

- a. Blueprint with Approved **FAU** Locations (text box/line item and attachment)

- b. Blueprint with approved *Supply and return* locations (returns are line item only & attic)
- c. Blueprint with All *Indoor sensor* approved locations (Line item and attach)
- d. Blueprint with *Outdoor sensor* location approved (Line item and attc)
- e. Blueprint with All **exhaust locations** stated as a (Line item and attc)
- f. Blueprint with all **fresh air Locations** entries stated (Line item and attc)
- g. Blueprint with **PLC** locations (Line item and attc)
- h. Blueprint with all **Dash screen** locations. (Line items & attachments)
- i. Blueprint to verify that all HVAC units have **fresh air canceled**. (attch of blueprint statement and letter to HVAC contractor change order.

Note to Raza. The attachment can be the entire blueprint but specifically, we are looking for the attachment of the Mechanical drawings on all commercial blueprints. We don't need an attachment for every line but a line item for us to write in the locations so that our techs know where to find the following items.

(Add History option for individual blueprint line notes. Maintain history of text entered and give access to admin for visualizing history)

Step 3. Installation Company

1. Name of company (text box) Done
2. Project manager (text) Done
3. Acknowledgment of design and criteria per job (text box + Attach) Done
4. Rough FAU set up- Pictures (time stamped attached) (Get approval from Inspector) Done
5. Rough Ductwork design (time-stamped pictures) (Get approval from Inspector) Done
6. Rough Wiring pictures (time stamped) (Get approval from Inspector) Done
7. Rough TV mount locations showing wiring as well (time-stamped pictures) (Get approval from Inspector) Done
8. All indoor sensor locations are written in software (text box + Attach)
9. All outdoor sensor locations are written in software (text box + Attach)
10. Contract agreement signed (text box + Attach)

Step 4. Payment schedule

1. Deposit check/payment #. \$1000 deposit max
2. All Equipment setting completion 25% max Check #
3. Internal Duct work completion 25%
4. Entry/ exhaust system Completion 15%
5. Wiring rough installation Completion 15%
6. Final Payment after RED Apple verification of 20%

Step 5. Certificate issuance

- a. Red Apple to issue certification application (attach)
- b. Certification approved by (Text Box)
- c. 1-year warranty agreement termination date (Text Box)
- d. Agreement to maintain and keep Certification (Attach)

Software Commissioning (Raza will add these details)

1. A number of systems. (text)
2. Schedule of commissioning (Attac)
3. Payment to Raza (cheque #, Payment)
4. Uploaded agreement forms (attac)

Inspector Form (Inspector, new window-like operator)

Verification of installation according to design.

- a. Finishing date scheduled (text Box)
- b. Hardware in possession model numbers uploaded (check Box)
- c. Startup crew selected (Check Box) (Yes No)
- d. Air balancing test and results uploaded (Check Box)
- e. Was installation according to design (Check Box)
- f. Corrections list itemized (Check Box)
- g. Corrections list verified by time-stamped uploaded pictures (Check Box)

Skip from here

Schedule Maintenance/ service Log.

Let me get you a copy of this from service titan. Tell faith to show you