**Building Envelope Commissioning**

**Field Report**

Client: Insert Name(s) Insert Company Name

Architect: Insert Name(s) Insert Company Name

Contractor: Insert Name(s) Insert Company Name

Field: Insert Name(s) Insert Company Name

Project: Project Name City, State

Service: BECx Punchlist

Staff Onsite: Paul Barna (SHG), Insert Name(s)

Report: No. 1

Date: Month Day, Year

Conditions: XX⁰F, Sunny/Cloudy

*XX* mph Wind

SHG visited the site on Month Day, Year to review the envelope layer. Items identified herein were reviewed on-site with field personnel at the time of our visit. During our visit we noted the following:

|  |  |  |
| --- | --- | --- |
|  | **Observations** | **Information or Action Required** |
|  | *Outlined above are our observations and recommendations for information or action required as noted herein. It is our intention to remove these Items once formal notification is received from the client/contractor that they have been addressed to the satisfaction of the project requirements. Once this has occurred it will be noted on the appropriate Field Report and the respective Item will be closed. SHG has provided site visits when notified by the contractor. SHG is not responsible scheduling of site visits and thus SHG will not be responsible for any embedded item found wrong after the installed condition has been observed.* | *The items outlined herein require the attention of the Contractor for completion or correction. This list may not be all-inclusive, and failure to include any items on this list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Given the pace of the Project we recommend all conditions noted as Information or Action Require and recommended modifications to installed work are photo documented by the Construction Team prior to the work being imbedded/covered with subsequent construction activities.* |
| **FR 1** | SHG reviewed the foundation waterproofing and noted some areas with insufficient application of bituminous dampproofing. Damaged insulation was also noted during the site inspection. | SHG recommends applying an additional coat of bituminous coating in the areas highlighted to ensure thickness is in compliance with manufacturer installation instruction. SHG recommends patching damaged insulation and adding where needed. |

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| **FR 1.1** |  |  |
|  | *Insert 2.9” width photo*  **Photo 1.1-1**  **Photo 1.1-3** | **Photo 1.1-2**  **Photo 1.1-4** |
| **FR 1.2** |  |  |
|  | **Photo 1.2-1**  **Photo 1.2-3** | **Photo 1.2-2**  **Photo 1.2-4** |
| **FR 1.3** |  |  |
|  | **Photo 1.3-1**  **Photo 1.3-3** | **Photo 1.3-2**  **Photo 1.3-4** |
| **FR 1.4** |  |  |
|  | **Photo 1.4-1**  **Photo 1.4-3** | **Photo 1.4-2**  **Photo 1.4-4** |