

CERTIFICATE OF ACCEPTANCE**MECH-2A****NA7.5.1 Outdoor Air Acceptance****(Page 1 of 3)**

Project Name/Address:

System Name or Identification/Tag:

System Location or Area Served:

Enforcement Agency:

Permit Number:

Note: Submit one Certificate of Acceptance for each system that must demonstrate compliance.

Enforcement Agency Use: Checked by/Date

FIELD TECHNICIAN'S DECLARATION STATEMENT

- I certify under penalty of perjury, under the laws of the State of California, the information provided on this form is true and correct.
- I am the person who performed the acceptance requirements verification reported on this Certificate of Acceptance (Field Technician).
- I certify that the construction/installation identified on this form complies with the acceptance requirements indicated in the plans and specifications approved by the enforcement agency, and conforms to the applicable acceptance requirements and procedures specified in Reference Nonresidential Appendix NA7.
- I have confirmed that the Installation Certificate(s) for the construction/installation identified on this form has been completed and is posted or made available with the building permit(s) issued for the building.

Company Name:

Field Technician's Name:

Field Technician's Signature:

Date Signed:

Position With Company (Title):

RESPONSIBLE PERSON'S DECLARATION STATEMENT

- I certify under penalty of perjury, under the laws of the State of California, that I am the Field Technician, or the Field Technician is acting on my behalf as my employee or my agent and I have reviewed the information provided on this form.
- I am a licensed contractor, architect, or engineer, who is eligible under Division 3 of the Business and Professions Code, in the applicable classification, to take responsibility for the scope of work specified on this document and attest to the declarations in this statement (responsible person).
- I certify that the information provided on this form substantiates that the construction/installation identified on this form complies with the acceptance requirements indicated in the plans and specifications approved by the enforcement agency, and conforms to the applicable acceptance requirements and procedures specified in Reference Nonresidential Appendix NA7.
- I have confirmed that the Installation Certificate(s) for the construction/installation identified on this form has been completed and is posted or made available with the building permit(s) issued for the building.
- I will ensure that a completed, signed copy of this Certificate of Acceptance shall be posted, or made available with the building permit(s) issued for the building, and made available to the enforcement agency for all applicable inspections. I understand that a signed copy of this Certificate of Acceptance is required to be included with the documentation the builder provides to the building owner at occupancy.

Company Name:

Phone:

Responsible Person's Name:

Responsible Person's Signature:

License:

Date Signed:

Position With Company (Title):

NA7.5.1 Outdoor Air Acceptance

Project Name/Address:

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Intent:

Verify measured outside airflow reading is within ± 10% of the total required outside airflow value found in the Standards Mechanical Plan (MECH-3C, Column H or Column I), per NA7.5.1.

Construction Inspection

- 1 Instrumentation to perform test includes, but not limited to:
 - a. Watch
 - b. Calibrated means to measure airflow
- 2 Check one of the following:
 - Variable Air Volume (VAV) - Check as appropriate:
 - a. Sensor used to control outdoor air flow must have calibration certificate or be field calibrated
 - Calibration certificate (attach calibration certification)
 - Field calibration (attach results)
 - Constant Air Volume (CAV) - Check as appropriate:
 - System is designed to provide a fixed minimum OSA when the unit is on

NA7.5.1.1 Outdoor Air Acceptance

A. Functional Testing (Check appropriate column)	CAV	VAV
a. Verify unit is not in economizer mode during test - check appropriate column		
Step 1: CAV and VAV testing at full supply airflow		
a. Adjust supply to achieve design airflow		
b. Measured outdoor airflow reading (cfm)		
c. Required outdoor airflow (cfm) (from MECH-3C, Column I)		
d. Time for outside air damper to stabilize after VAV boxes open (minutes)		
e. Return to initial conditions (check)		
Step 2: VAV testing at reduced supply airflow		
a. Adjust supply airflow to either the sum of the minimum zone airflows or 30% of the total design airflow		
b. Measured outdoor airflow reading (cfm)		
c. Required outdoor airflow (cfm) (from MECH-3C, Column I)		
d. Time for outside air damper to stabilize after VAV boxes open and minimum air flow achieved (minutes)		
e. Return to initial conditions (check)		
B. Testing Calculations & Results	CAV	VAV
Percent OSA at full supply airflow (%OA_{FA} for Step 1)		
a. %OA _{FA} = Measured outside air reading /Required outside air (Step1b/Step1c)	%	%
b. 90% ≤ %OA _{FA} ≤ 110%	Y / N	Y / N
c. Outside air damper position stabilizes within 15 minutes (Step 1d < 15 minutes)	Y / N	Y / N
Percent OSA at reduced supply airflow (%OA_{RA} for Step 2)		
a. %OA _{RA} = Measured outside air reading /Required outside air (Step2b/Step2c)	%	%
b. 90% ≤ %OA _{RA} ≤ 110%		Y / N
c. Outside air damper position stabilizes within 15 minutes (Step 2d < 15 minutes)		Y / N

Note: Shaded boxes do not apply for CAV systems

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C. PASS / FAIL Evaluation (check one):

- PASS:** All **Construction Inspection** responses are complete and **Testing Calculations & Results** responses are positive (Y - yes)
- FAIL:** Any **Construction Inspection** responses are incomplete *OR* there is one or more negative (N - no) responses in **Testing Calculations & Results** section. Provide explanation below. Use and attach additional pages if necessary.