



Project Name
City, State

Architect
Company Name

Mechanical Engineer
Company Name

General Contractor
Company Name

Mechanical Contractor
Company Name

Test and Balance Resume

Date



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Section One

Company History

Company History



United Testing and Balancing, Inc. was established as an independent test and balance agency in 1976. The corporate office is based in Nashville, Tennessee. In addition, UTAB maintains technical personnel in both the Knoxville and Chattanooga areas thus enabling us to confidently provide a wide area of service.

The mission of United Testing and Balancing, Inc. is to provide the highest level of quality workmanship, reliable reporting and customer service to every client. We accomplish this with skilled, certified technicians, who utilize state of the art equipment to maximize the performance and efficiency of all HVAC systems. UTAB has met all requirements and is certified by both the National Environmental Balancing Bureau (NEBB Certificate Number 2555) and the Associated Air Balance Council (AABC). We continue to maintain memberships and are an active part of both organizations.

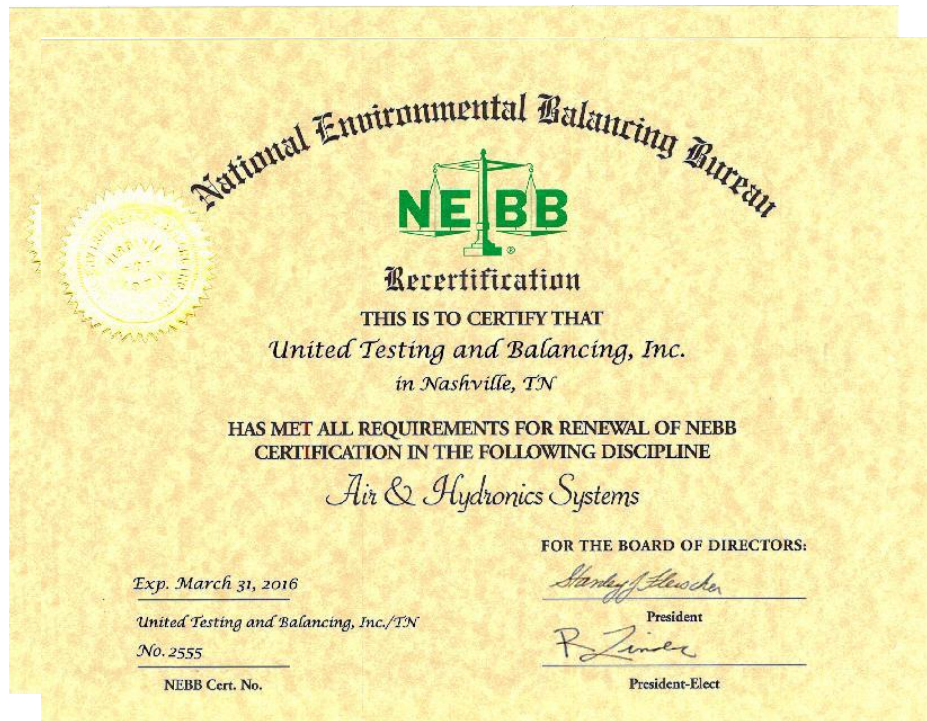
Since 1976, UTAB has tested and balanced a variety of projects, ranging from small constant volume DX systems to multi-tonnage variable volume systems with multiple looped chillers. We are also qualified to measure sound and vibration performance of HVAC systems. In conjunction, United Testing and Balancing, Inc. is a member of the Indoor Air Quality Association and is capable of performing multi-phase Indoor Air Quality (IAQ) investigations and monitoring for building owners and property managers. United Testing and Balancing, Inc. evaluates, tests and adjusts ventilation systems in healthcare facilities that require certification for state code compliance.

Continuing education is a top priority at United Testing and Balancing, Inc. UTAB endorses continued education of team members through special industry-related courses, in-house training sessions and/or supplementing payment of college tuition. All technicians are encouraged to strive toward gaining their individual NEBB and/or AABC certifications. To further emphasize our belief in the importance of continued education, UTAB provides seminars (free of charge) for mechanical engineers, mechanical contractors and owners' maintenance personnel on industry-related topics.

With over 300 years of cumulative experience in the test and balance industry, United Testing and Balancing, Inc. offers an experienced and well qualified staff to assist in the performance of all aspects of HVAC testing and balancing. UTAB has sufficient staff and resources to handle the workload peaks without sacrificing quality or adversely affecting other ongoing projects.

At UTAB, we feel we are large enough to provide competitive, expeditious service yet small enough to care about the complete satisfaction of our clients. We are optimistic in looking forward to the future and all the opportunities and challenges it will bring.

Company Certifications



National Environmental Balancing Bureau



Recertification

THIS IS TO CERTIFY THAT

United Testing and Balancing, Inc.
in Nashville, TN

HAS MET ALL REQUIREMENTS FOR RENEWAL OF NEBB
CERTIFICATION IN THE FOLLOWING DISCIPLINE

Air & Hydronics Systems

Exp. March 31, 2016

United Testing and Balancing, Inc./TN

No. 2555

NEBB Cert. No.

FOR THE BOARD OF DIRECTORS:

Stanley Fleischer

President

R. Zinner

President-Elect

AABC Certification





Section Two

UTAB Team



- Education Ft. Belvoir Army Engineering School for Refrigeration and Conditioning, 1958
 Air Force Instructors Training School, 1959
 Southwestern University, 1964
 Completed NEBB Building Commissioning Course, 1996

- Certifications AABC (TBE 87-05-26), NEBB (Air and Hydronics)

- Associations Associated Air Balance Council
 National Environmental Balancing Bureau

Relevant Experience

Opryland Hotel Addition (Nashville, Tennessee) Primary and secondary loop system with variable speed pumps for capacity control served by central plant.

Nashville Convention Center (Nashville, Tennessee) Multiple variable volume systems served by Nashville Thermal. Five kitchens in complex with make up air and exhaust.

Chattanooga Convention Center (Chattanooga, Tennessee) Multiple variable volume systems with chilled and hot water generated on site.

Redstone Arsenal, Building 4488 (Huntsville, Alabama) Multiple variable volume systems with chilled and hot water generated on site.

NASA Building 4623 (Huntsville, Alabama) Constant volume hot and chilled water systems.

South Central Bell (Hoover, Alabama) Six floors of switchgear, cooled with variable volume chilled water generated on site.

AABC Certification



Associated Air Balance Council

Annual Certificate

Awarded to

Walter McCauley

United Testing & Balancing, Inc.

In recognition of his qualifications as a

Certified Test and Balance Engineer

under the rules, regulations, and requirements of the Associated Air Balance Council. The above named is fully authorized to perform total system balance in accordance with the standards as established by the AABC and as a member of the Associated Air Balance Council for the year

2016

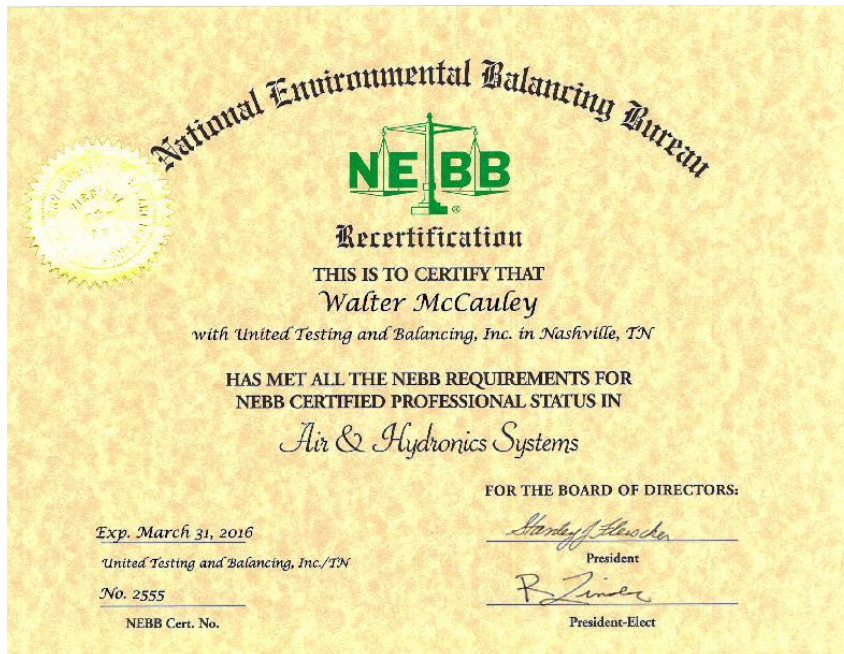
This registration number 87-05-26 is fully recognized by the bylaws and charter of this professional association. Certification is renewable on an annual basis after examination of the agency's record for the preceding year. This certificate expires December 31, 2016.



Daniel J. Acri
Daniel J. Acri, President

Kenneth M. Sufka
Kenneth M. Sufka, Executive Director

NEBB Certifications



NEBB Certifications



hereby certifies that

Walter McCauley

Building Systems Commissioning, Inc.

has demonstrated the requisite knowledge and understanding of the building commissioning process as presented in the ACG Commissioning Guideline and passed the necessary examination to be awarded this certificate in recognition of their qualifications as an ACG

Certified Commissioning Authority

This registration number 505-072 and this certificate, valid only for the year 2016, are renewable on an annual basis after examination of the agency's record for the preceding year.





Joseph Helm, P.E., President



Ray Bert, Executive Director

Benjiman J. Link

President



- Education Middle Tennessee State University, Bachelor of Science
Area of Study—Aerospace Engineering
- Certifications AABC (TBE 10-05-79)
- UTAB Team Member since 2002
- Associations AABC—Associated Air Balance Council
ACG—AABC Commissioning Group
ASHRAE—American Society of Heating, Refrigeration and Air
Conditioning Engineers

Relevant Experience

Nissan North American Headquarters, Franklin, Tennessee

Williamson County Medical Center, Franklin, Tennessee

Opryland Hotel Complex Flood Renovation, Nashville, Tennessee

Pinnacle Financial Partners Building, Nashville, Tennessee

Nashville International Airport Terminal Renovation, Nashville, Tennessee

Austin Peay State University New Undergraduate Housing, Clarksville, Tennessee

NSCC Existing Facility Upgrades, Nashville, Tennessee

Franke Foods, Smyrna, Tennessee

Nashville Symphony Center Floor Renovations, Nashville, Tennessee

AABC Certification



Associated Air Balance Council

Annual Certificate

Awarded to

Benjiman J. Link

United Testing & Balancing, Inc.

*In recognition of his qualifications as a
Certified Test and Balance Engineer
under the rules, regulations, and requirements of the
Associated Air Balance Council. The above named is fully
authorized to perform total system balance in accordance
with the standards as established by the AABC and as a
member of the Associated Air Balance Council for the year*

2016

*This registration number 10-05-79 is fully recognized
by the bylaws and charter of this professional association.
Certification is renewable on an annual basis after
examination of the agency's record for the preceding
year. This certificate expires December 31, 2016.*



Daniel J. Acri

Daniel J. Acri, President

Kenneth M. Sulka

Kenneth M. Sulka, Executive Director

Organizational Team Members



TONY KENNEDY, Estimator

Education University of Tennessee, Bachelor of Science
Area of Study—Business Administration

UTAB Team Member since 1987

KATHY OGLES, Contracts/Follow-up

Education Middle Tennessee State University, Bachelor of Science
Area of Study—Business Education/Office Management
CPS Degree, 1992

UTAB Team Member since 1987

JO DAVIDSON, Office Manager

Education University of Tennessee
Area of Study—Accounting

UTAB Team Member since 1995

NATE SAUNDERS, Projects Manager

Education ABC Project Management
AABC Certified Technician

UTAB Team Member since 2003

Organizational Team Members



JESSICA CLARK, Scheduling Assistant

UTAB Team Member since 2006

LAURA WOOD, Administrative Assistant

Education Western Kentucky University, Bachelor of Science
Area of Study—Public Health

UTAB Team Member since 2008

DANNY ATCHLEY, Business Development

UTAB Team Member since 2011

PAM SMILEY, Accounts Receivables

UTAB Team Member since 2012

AABC Certification



Associated Air Balance Council

hereby certifies that

Nathan S. Saunders

*has met all requirements and passed the necessary examination
to perform testing and balancing as an A. A. B. C.*

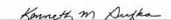
Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 105-05-06 is only recognized under the
auspices of the above named A. A. B. C. member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Aciti, President


Kenneth M. Siska, Executive Director

Technical Team Members

Test and Balance Engineers



BILLY CARL, AABC Certified Test and Balance Engineer

Education Tennessee Technical Institute
Area of Study—Refrigeration/Electricity

Environmental Engineering Consultant
Area of Study—Test and Balance Systems 452

UTAB Team Member since 1994

Lead technician projects Franklin Woods Memorial Hospital, Johnson City, TN
John D. Archbold Medical Center, Thomasville, Georgia
Tennessee South Data Center, Smyrna, Tennessee
West Palm Beach Surgery Center, West Palm Beach, FL
Vanderbilt Medical Center 7th Floor Critical Care Tower

STEWART MOEN (AABC Certified Test and Balance Engineer)

Education S. Dakota School of Mines and Technology, Bachelor of Science
Area of Study—Mechanical Engineering

ACG Certified Commissioning Authority (CxA), ACG Certified
Energy Management Professional (EMP)

UTAB Team Member since 2003

Lead technician projects Parkwest Hospital, Knoxville, Tennessee
East Tennessee Radiation Therapy, Knoxville, Tennessee
East Tennessee State Lab Annual Recertification, Knoxville
Sovereign Grace Church, Marlton, New Jersey
Knoxville Utility Board Jackson Avenue Labs, Knoxville

Technical Team Members

AABC Certification



Associated Air Balance Council

Annual Certificate

Awarded to

William A. Carl, Jr.
United Testing & Balancing, Inc.

In recognition of his qualifications as a

Certified Test and Balance Engineer

under the rules, regulations, and requirements of the Associated Air Balance Council. The above named is fully authorized to perform total system balance in accordance with the standards as established by the A.A.B.C. and as a member of the Associated Air Balance Council for the year

2016

This registration number 06-05-64 is fully recognized by the bylaws and charter of this professional association. Certification is renewable on an annual basis after examination of the agency's record for the preceding year. This certificate expires December 31, 2016.




Daniel J. Acri, President


Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certification



Associated Air Balance Council

Annual Certificate

Awarded to

Stewart Moen

United Testing & Balancing, Inc. (Knoxville)

In recognition of his qualifications as a

Certified Test and Balance Engineer

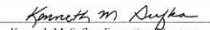
under the rules, regulations, and requirements of the Associated Air Balance Council. The above named is fully authorized to perform total system balance in accordance with the standards as established by the AABC and as a member of the Associated Air Balance Council for the year

2016

This registration number 98-04-21 is fully recognized by the bylaws and charter of this professional association. Certification is renewable on an annual basis after examination of the agency's record for the preceding year. This certificate expires December 31, 2016.




Daniel J. Acri, President


Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certification



ENERGY MANAGEMENT
ASSOCIATION

hereby certifies that

Stewart Moen

Building Systems Commissioning, Inc.

has demonstrated the requisite knowledge and understanding of the energy management process as presented in the EMA Energy Management Guideline and passed the necessary examination to be awarded this certificate in recognition of his qualifications as an EMA

Energy Management Professional (EMP)

This registration number 412-E42 and this certificate, valid only for the year 2016, are renewable on an annual basis after examination of the company's record for the preceding year.




Andy Heltman, CxA, EMP, President


Edward L. Armstrong, Executive Director

Annual Membership Certificate
awarded to

Building Systems Commissioning, Inc.

*As a member in good standing of the
Energy Management Association for the year
2016*

*This member has met all requirements for membership
and is entitled to all rights and privileges of
E.M.A. Corporate Membership. This certificate is renewable
annual basis and expires December 31, 2016.*


Edward L. Armstrong, Executive Director




Andy Heltman, EMA President

Technical Team Members

AABC Certification



hereby certifies that

Stewart Moen

Building Systems Commissioning, Inc.

has demonstrated the requisite knowledge and understanding of the building commissioning process as presented in the ACG Commissioning Guideline and passed the necessary examination to be awarded this certificate in recognition of their qualifications as an ACG

Certified Commissioning Authority

This registration number 505-073 and this certificate, valid only for the year 2016, are renewable on an annual basis after examination of the agency's record for the preceding year.




W. Joseph Helm, P.E., President


Ray Bert, Executive Director

Technical Team Members

Test and Balance Engineers



BEN SEWELL, AABC Certified Test and Balance Engineer

UTAB Team Member since 1993

Lead technician projects Oak Ridge Associated Universities, Oak Ridge, TN
South College Tenant Finish Out, Knoxville, Tennessee
UT Hesler Biology Building, Knoxville, Tennessee
UTMC Cancer Institute MOB F, Knoxville, Tennessee
Dumplin Valley Elementary School, Jefferson County, TN

JIMMY THOMAS, AABC Certified Test and Balance Engineer

Education Tennessee Technical Institute
Area of Study—Refrigeration

Carrier, Inc., Technical Development Program

UTAB Team Member since 1985

Lead technician projects Von Braun Phase III Redstone Arsenal, Huntsville, AL
Vanderbilt Health at 100 Oaks, Nashville, TN
Nashville State Community College Antioch
Campus, Nashville, Tennessee
Ft. Campbell 52nd BRAC Battalion and Bridge
Headquarters, Ft. Campbell, Kentucky
Lynchburg Elementary School Gymnasium Renovation,
Lynchburg, Tennessee

Technical Team Members

AABC Certification



Associated Air Balance Council

Annual Certificate

Awarded to

Ben P. Sewell

United Testing & Balancing, Inc. (Knoxville)

In recognition of his qualifications as a

Certified Test and Balance Engineer

under the rules, regulations, and requirements of the Associated Air Balance Council. The above named is fully authorized to perform total system balance in accordance with the standards as established by the A.A.B.C. and as a member of the Associated Air Balance Council for the year

2016

This registration number 06-05-63 is fully recognized by the bylaws and charter of this professional association. Certification is renewable on an annual basis after examination of the agency's record for the preceding year. This certificate expires December 31, 2016.



Daniel J. Acri
Daniel J. Acri, President

Kenneth M. Sulka
Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certification



Associated Air Balance Council

Annual Certificate

Awarded to

James A. Thomas

United Testing & Balancing, Inc.

In recognition of his qualifications as a

Certified Test and Balance Engineer

under the rules, regulations, and requirements of the Associated Air Balance Council. The above named is fully authorized to perform total system balance in accordance with the standards as established by the A.A.B.C. and as a member of the Associated Air Balance Council for the year

2016

This registration number 06-05-62 is fully recognized by the bylaws and charter of this professional association. Certification is renewable on an annual basis after examination of the agency's record for the preceding year. This certificate expires December 31, 2016.



Daniel J. Acri

Daniel J. Acri, President

Kenneth M. Sulka

Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certification



hereby certifies that

James A. Thomas

Building Systems Commissioning, Inc.

has demonstrated the requisite knowledge and understanding of the building commissioning process as presented in the ACG Commissioning Guideline and passed the necessary examination to be awarded this certificate in recognition of their qualifications as an ACG

Certified Commissioning Authority

This registration number 409-455 and this certificate, valid only for the year 2016, are renewable on an annual basis after examination of the agency's record for the preceding year.





Joseph Helm, P.E., President



Ray Bert, Executive Director

Technical Team Members

AABC and NEBB Certified Technician



JIM SMULLINS, NEBB and AABC Certified Technician

Education Austin Peay State University
 Area of Study—Police Science

UTAB Team Member since 1999

Lead technician projects MTSU Student Union Bldg, Murfreesboro, Tennessee
 Frist Visual Arts Center, Nashville, Tennessee
 TPAC Jackson Hall, Nashville, Tennessee
 Volunteer State Community College, Gallatin

Technical Team Members

AABC and NEBB Certification



Associated Air Balance Council

hereby certifies that

James T. Smullins

has met all requirements and passed the necessary examination to perform testing and balancing as an A.A.B.C.

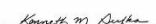
Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

This registration number 104-05-06 is only recognized under the auspices of the above named A.A.B.C. member agency. This certificate expires December 31, 2016 and is renewable on an annual basis.


Daniel J. Keel, President


Kenneth M. Sulka, Executive Director

NATIONAL ENVIRONMENTAL BALANCING BUREAU

Certificate of Technician Recertification

James T. Smullins



has recertified as a

**NEBB Testing, Adjusting and Balancing (TAB) Technician
for Air and Hydronic Environmental Systems**

March 31, 2016

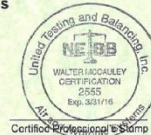
Expiration Date


NEBB President

Date


Chapter President

8/3/14
Date



Certified Professional's Stamp

Technical Team Members

AABC Certified Technician



CARY BEADLE, AABC Certified Technician

Education University of Tennessee
Area of Study—Psychology

UTAB Team Member since 2012

Lead Technician Projects Jefferson County High School, Dandridge, Tennessee
University of Tennessee Zeta Tau Alpha Sorority House,
Knoxville, Tennessee
BHS Corrugated, Knoxville, Tennessee
J. Frank White Academy, Harrogate, Tennessee
Jefferson Family Physicians, Dandridge, Tennessee



Associated Air Balance Council

hereby certifies that

Cary H. Beadle

*has met all requirements and passed the necessary examination
to perform testing and balancing as an A. A. B. C.*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 194-0514 is only recognized under the
auspices of the above named A. A. B. C. member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Aert, President


Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certified Technician



TIM BLEDSOE, AABC Certified Technician

UTAB Team Member since 1996

Lead technician projects

SL America New Chassis Plant, Clinton, Tennessee
Lincoln Memorial University Math & Science
Smyth County Hospital, Marion Virginia
UT Min Kao Electrical & Computer Engineering
Dow Chemical



Associated Air Balance Council

hereby certifies that

Timothy M. Bledsoe

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 111-05-07 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Keri, President


Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certified Technician



RANDY BRITT, AABC Certified Technician

Education Jackson State Community College
Area of Study—Business Administration

UTAB Team Member since 1991

Lead technician projects Spallation Neutron Source Central Lab and Office Building
Doctor's Hospital, Laredo, Texas
ORNL Bio Mass, Oak Ridge, Tennessee
Tru Alpha Waste Processing Center CASK
Processing, Oak Ridge, Tennessee
Schering Plough/Merck, Cleveland, Tennessee



Associated Air Balance Council

hereby certifies that

Randell Britt


*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*


Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 31-05-98 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Keri, President


Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certified Technician



ALEX LEE DUKE, AABC Certified Technician

Education Tennessee Technology Center
Area of Study—HVAC Refrigeration

UTAB Team Member since 2012

Lead Technician Projects Country Hall of Fame Expansion, Nashville, Tennessee
Asurion, Smyrna, Tennessee
Vanderbilt University Student Recreation Center
Expansion & Field House, Nashville, Tennessee
Pellissippi State Community College Expansions,
Knoxville, Tennessee
Bridgestone Metalpha USA, Clarksville, Tennessee



Associated Air Balance Council

hereby certifies that

Alex L. Duke

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

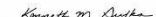
Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 192-05-14 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Keri, President


Kenneth M. Sulica, Executive Director

Technical Team Members

AABC Certified Technician



JACOB ELLIOTT, AABC Certified Technician

UTAB Team Member since 2011

Lead Technician Projects

Bridgestone Arena, Nashville, Tennessee
Fort Campbell Fitness Center, Fort Campbell, Kentucky
Andrew Johnson and Davy Crockett Towers, Nashville, TN
MTSU Student Services Facility, Murfreesboro, TN
Compass Data Center, Franklin, Tennessee



Associated Air Balance Council

hereby certifies that

Jacob D. Elliott

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 191-05-14 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Keri, President


Kenneth M. Sulica, Executive Director

Technical Team Members

AABC Certified Technician



BILLY HARRINGTON, AABC Certified Technician

UTAB Team Member since 2000

Lead technician projects IRS Call Center, Franklin, Tennessee
Franklin Historic Courthouse, Franklin, Tennessee
St. Thomas Hospital IMRI, Nashville, Tennessee
Nashville Korean United Methodist Church, Oak Hill
Hillsboro School K-8, Leipers Fork, Tennessee



Associated Air Balance Council

hereby certifies that

Billy W. Harrington

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 98-05-06 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Acti, President


Kenneth M. Sufka, Executive Director

Technical Team Members

AABC Certified Technician



BRIAN HARRINGTON, AABC Certified Technician

UTAB Team Member since 2000

Lead technician projects

- Vanderbilt University Jacobs Hall School of Engineering, Nashville, Tennessee
- Vanderbilt University Medical Center Bill Wilkerson Center, Nashville, Tennessee
- National Healthcare Corporation Nursing Home Facility, Bluffton, South Carolina
- Suntrust Bank Building, 5th and Church, Nashville, TN
- Centennial Medical Center Cardiology Tower, Nashville
- Music City Center, Nashville, Tennessee



Associated Air Balance Council

hereby certifies that

Timothy B. Harrington

has met all requirements and passed the necessary examination to perform testing and balancing as an AABC

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

This registration number 100-05-06 is only recognized under the auspices of the above named AABC member agency. This certificate expires December 31, 2016 and is renewable on an annual basis.


Daniel J. Keri, President


Kenneth M. Sufka, Executive Director

Technical Team Members

AABC Certified Technician



DERRICK HARRINGTON, AABC Certified Technician

UTAB Team Member since 2002

Lead technician projects

Volkswagen Plant, Chattanooga
UT Chattanooga Grote Hall
Art's Way, New Iberia, Louisiana
Mall at Green Hills Addition & Renovation, Nashville, TN
Manchester Memorial Tower Addition, Kentucky



Associated Air Balance Council

hereby certifies that

Derrick B. Harrington

*has met all requirements and passed the necessary examination
to perform testing and balancing as an A. (S)C.*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 99-05-06 is only recognized under the
auspices of the above named A. (S)C member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Keri, President


Kenneth M. Siska, Executive Director

Technical Team Members

AABC Certified Technician



TRESLYN LINK, AABC Certified Technician

Education Austin Peay State University, Bachelor of Science
Area of Study—Communication

UTAB Team Member since 2009

Lead technician projects Dickson County Schools, Dickson, Tennessee
Austin Peay State University Harrod and Ellington Halls,
Clarksville, Tennessee
Music City Center, Nashville, Tennessee
Austin Peay State University, Undergraduate Housing,
Clarksville, Tennessee



Associated Air Balance Council

hereby certifies that

John T. Link

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 193-05-14 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Acri, President


Kenneth M. Sulica, Executive Director

Technical Team Members

Certified Indoor Environmentalist



DAVID McCAULEY, Certified Indoor Environmentalist

Education ACAC Council-Certified Indoor Environmentalist

UTAB Team Member since 2005

Lead CIE projects Hamilton Medical Center NICU Renovation IAQ, Dalton, GA
Parkwest Operating Room Renovation IAQ, Knoxville, TN
IRS Call Center LEED IEQ3.2, Nashville, Tennessee
General Mills IAQ Survey, Murfreesboro, Tennessee
Metropolitan Nashville Police Department West Precinct
LEED IEQ3.2, Nashville, Tennessee

Technical Team Members Certified Indoor Environmentalist



American Council for Accredited Certification

hereby certifies that

David McCauley

has met all the specific standards and qualifications of the re-certification process,
including continued professional development, and is hereby re-certified as a

CIE

Council-certified
Indoor Environmentalist

This certificate expires on August 31, 2014.

Charles F. Wiles

Charles F. Wiles, Executive Director

1008005

Certificate Number

This certificate remains the property of the American Council for Accredited Certification.



Technical Team Members

AABC Certified Technician



J. R. MERRITT, AABC Certified Technician

UTAB Team Member since 2008

Lead technician projects

Hemlock Semiconductor P107 Building, Clarksville, TN
Siloam Springs Memorial Hospital, Siloam Springs, AR
Ft. Campbell Warrior in Transition Company
Headquarters, Ft. Campbell, Kentucky
Convergys Corporation Phase 2, Clarksville, Tennessee
Tennessee Tower Capital Mechanical and Electrical
Upgrades, Nashville, Tennessee



Associated Air Balance Council

hereby certifies that

John R. Merritt

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 156-05-11 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Keri, President


Kenneth M. Sulka, Executive Director

Technical Team Members

AABC Certified Technician



DENNIS PICKARD, AABC Certified Technician

UTAB Team Member since 1996

Lead technician projects

General Mills, Buffalo, New York
Merck Claritin Packing Relocation, Cleveland, TN
Alstom Power, Chattanooga, Tennessee
Blue Cross Blue Shield, Chattanooga, Tennessee



Associated Air Balance Council

hereby certifies that

Dennis Pickard

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

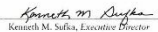
Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 33-05-98 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Aciti, President


Kenneth M. Stefan, Executive Director

Technical Team Members

AABC Certified Technician



RYAN TEJEDA, AABC Certified Technician

UTAB Team Member since 2000

Lead technician projects

Belmont University Student Life Center, Nashville, Tennessee
McKee Foods Plant 5 Expansion, Collegedale, Tennessee
Hugh Chatham Memorial Hospital Addition, Elkin, NC
Hemlock Building P-001, Clarksville, Tennessee
Franklin County High School



Associated Air Balance Council

hereby certifies that

Ryan L. Tejada

*has met all requirements and passed the necessary examination
to perform testing and balancing as an AABC*

Certified Test & Balance Technician

under the supervision of a certified test and balance engineer for

United Testing & Balancing, Inc.

*This registration number 102-05-06 is only recognized under the
auspices of the above named AABC member agency. This certificate
expires December 31, 2016 and is renewable on an annual basis.*


Daniel J. Keri, President


Kenneth M. Sulka, Executive Director

Technical Team Members



SHANE CAMPBELL, Apprentice
UTAB Team Member since 2013

FRANKIE PERROTTA, Apprentice
UTAB Team Member since 2012



Section Three

Sample Forms

AABC National Performance Guaranty



AABC National Performance Guaranty

Pursuant to the agreement between

United Testing and Balancing, Inc.

AABC National Performance Guaranty

and

All systems shall be tested and balanced in accordance with the project plans and specifications and to the optimum performance capabilities of the equipment. Testing and balancing shall be done in accordance with the standards published by the Associated Air Balance Council.

If the Agency listed above fails to comply with the specifications for any reason other than termination of business by the AABC agency or equipment malfunction or inadequacy which prevents proper balancing of the systems, AABC will investigate and, if warranted, will provide supervisory personnel to assist the member Agency to perform work in accordance with AABC Standards. This supervision will be provided at no additional cost to the building owner.

This Guaranty is valid for one year from the date of submission of a test and balance report, provided the Agency is a current member of AABC, and may only be invoked in writing by the building owner, architect, or engineer of record. The Guaranty is limited to the terms and conditions as stated herein.

Project Name _____

Address _____

Name of Engineer _____

Engineering Firm _____

Mailing Address _____

Email Address _____

Date _____

Title

87-05-26

By _____

UNITED TESTING AND BALANCING, INC.

UTAB Guaranty Addendum

Hereinafter known as the Guaranty, is added immediately on the entire HVAC system(s) for which UTAB may be responsible if any of our work is tampered with or changed without written permission from UTAB. The party/parties will be held accountable for extra costs incurred by UTAB including, but not limited to, return trip costs caused by unauthorized changes. Agreement to pay any added costs must be received in writing, before UTAB will return to the project to correct unauthorized changes.



Associated Air Balance Council

7518 K Street, N.W.
Washington, D.C. 20005
202-737-0202 • Fax 202-638-4933
Info@aabc.com • www.aabc.com

Certificate of Insurance (Sample)



ACORD. CERTIFICATE OF LIABILITY INSURANCE		OP ID # UNITE10	DATE (MM/DD/YYYY) 11/16/05
PRODUCER SPARRN INSURANCE, INC. 710 THOMPSON LANE P. O. BOX 40386 NASHVILLE TN 37204-0386 Phone: 615-383-8000 Fax: 615-383-8926		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED		INSURERS AFFORDING COVERAGE	NAIC #
United Testing & Balancing, Inc Walter McCauley 199 Thompson Lane Nashville TN 37211		INSURER A: WESTFIELD COMPANIES	24112
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADDR / LTR INSD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ. <input type="checkbox"/> SECT <input type="checkbox"/> LOC	TRA1935740	11/14/05	11/14/06	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	TRA1935740	11/14/05	11/14/06	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ EA AGG \$ OTHER THAN AUTO ONLY, AGG \$
A	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$	TRA1935740	11/14/05	11/14/06	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WCP1935992	11/14/05	11/14/06	<input checked="" type="checkbox"/> TWC STATUS <input type="checkbox"/> OTHER <input type="checkbox"/> TWC LIMITS E.L. EACH ACCIDENT \$ 500000 E.L. DISEASE - EA EMPLOYEE \$ 500000 E.L. DISEASE - POLICY LIMIT \$ 500000
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Engineer or Architect Consulting - No Const

CERTIFICATE HOLDER

SKANUSA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Walter McCauley

Test and Balance (Sample Forms)



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UNITED TESTING AND BALANCING, INC.

P.O. Box 100874
Nashville, TN 37224-0874
Telephone 615.331.1284
Fax 615.331.1287

Date _____
Project Name _____
Address _____
Sheet 2

PRELIMINARY CHECKLIST (AIR)

	Yes	No	N/A
1. Is the system's HVAC ductwork complete? (All supply, return, exhaust grilles or other type air diffusers, turning vanes, etc., installed.)			
2. Are all MVDs installed at the end of runs and at square to rounds and per prints?			
3. Are all automatic, fire and smoke dampers installed, functioning and in the open position for system balance?			
4. Are all access doors in the closed position for system balance?			
5. Are all balancing dampers in the open position?			
6. Do all HVAC systems have a pressure drop test?			
7. Are all terminal boxes and diffusers installed and tested for proper operation?			
8. Are all filters installed and tested for proper operation?			
9. Is building architecture suitable for system balance? (Are all windows, doors, etc., closed?)			
10. Are there any holes or noticeable leaks in ductwork or system components that would affect system balance?			
11. Has HVAC systems start-up been performed? Is all equipment functioning properly? (No belts loose, drives aligned and tightened, etc.)			
12. Will any other contractor hinder starting balance on system or from completing it? (Flooring/ceiling tile installation/fire alarm testing)			
13. Are duct connections too close to elbows or at coils bypassing duct taps? (Refer to print scale. Could cause additional balance work later if not caught during walk-through.)			
14. Do the return/exhaust grilles have MVDs or face dampers for performing balance? What is indicated on the prints? (Including the detail drawing and specifications?)			
15. Do the MVDs move freely? Are MVDs left in the open position?			
16. At what percentage is the job (as a whole) ready for balance?			
17. How many systems are ready for a complete balance (3 out of 10, etc.)?			
18. In approximately how many days, weeks or months will the system be ready?			

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Fax 615.331.1287

Date _____
Project Name _____
Address _____
Sheet 2

PRELIMINARY CHECKLIST (WATER)

	Yes	No	N/A
1. Do the pumps have power? Has start-up and pump alignment taken place?			
2. Have strainers been checked and are clean? Have construction strainers been removed?			
3. Does the piping system appear to be complete? Are all the coils and components to system installed and tested for proper operation?			
4. Are PT plugs, gauges and valves installed and tested for proper operation for balancing of pumps?			
5. Are all automatic control and circuit breakers operating properly?			
6. Are pumps running and tested for proper operation while valves are closed?			
7. Are there any noticeable deviations from the design specifications?			
8. If system coils are installed, are they tested for proper operation and drive under control?			
9. Has make-up water been piped in? Is PRV set to proper system pressure?			
10. Are automatic air vents installed per prints and in the proper locations?			
11. Are PTs or gauge cocks located at all chillers and heat exchangers to verify flow during balancing?			
12. At what percentage is the system (as a whole) ready for balance?			
13. In approximately how many days, weeks or months will the system be ready?			
14. List and noticeable deficiencies or problems that might hinder a proper system balance.			

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Telephone 615.331.1284
Fax 615.331.1287

Date _____
Project Name _____
Address _____
Sheet 1

EQUIPMENT SHEET

UNIT INFORMATION

L.D. Number _____ Manufacturer _____
Model Number _____ Total of outlets _____
Serial Number _____
Design CFM _____
Design Return _____
Design O.A. _____

MOTOR INFORMATION

Manufacturer _____ Rated _____ Actual _____
Horsepower _____
Rated RPM _____
Actual RPM _____
Motor Sheave _____
Shaft Size _____
Frame _____
Service Factor _____
Phase _____
Heater Size _____

STATIC PRESSURE: Rated _____ Actual _____
HEAT _____ DB _____
Total S.P. _____ (EAT / LAT)
External S.P. _____ Supply _____

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Date _____
Project Name _____
Address _____
Sheet 2

DUCT TRAVERSE SHEET

Duct	Duct Size	Insul Thk	# of Readings	Duct Factor	Total FPM	Static Press.	Average FPM	Design CFM	Actual CFM
Supply		x							
		x							
		x							
		x							
		x							
Return		x							
		x							
		x							
		x							
O.A.		x							
		x							
		x							

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Test and Balance (Sample Forms)



UNITED TESTING AND BALANCING, INC.

P.O. Box 100874
Nashville, TN 37224-0874
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Fax 615.331.1297

Date _____
Project Name _____
Address _____
Sheet 5

DIFFUSER AND GRILLE SHEET

Location	Outlet	Size	Mfg. Code	Design CFM	Prelim CFM	Actual CFM
	A					
	B					
	C					
	D					
	E					
	F					
	G					
	H					
	I					

T-Stat _____
Actual DB _____
Actual WB _____
C.F. Initial _____
C.F. Actual _____

Req'd Min. _____
Act. Min. _____

	A	B	C	D	E	F	G	H	I

T-Stat _____
Actual DB _____
Actual WB _____
C.F. Initial _____
C.F. Actual _____

Req'd Min. _____ Total CFM _____
Act. Min. _____

UNITED TESTING AND BALANCING, INC.

P.O. Box 100874
Nashville, TN 37224-0874
Telephone 615.331.1294
Fax 615.331.1297

Date _____
Project Name _____
Address _____
Sheet 1

FAN DATA SHEET

Fan Number	
Manufacturer	
Model Number	
Serial Number	
Required CFM	
Actual CFM	
Required SP	
Actual SP	
Motor Manufacturer	
Motor Horsepower	
Rated Motor RPM	
Actual Motor RPM	
Motor Frame	
Rated Voltage	
Actual Voltage	
Rated Amps	
Actual Amps	
Service Factor	
Rated Fan RPM	
Actual Fan RPM	
Motor Sheave	
Shaft Size	
Fan Sheave	
Shaft Size	
Belts (Size/Type)	
C to C	
Hertz	
Heaters	

Entering Degree (F)	DB / WB	DB / WB	DB / WB	WB	DB / WB
Cooling					
Heat					

UNITED TESTING AND BALANCING, INC.

P.O. Box 100874
Nashville, TN 37224-0874
Telephone 615.331.1294
Fax 615.331.1297

Date _____
Project Name _____
Address _____
Sheet 1

COOLING TOWER DATA

Tower	
Cooling Tower Mfg.	
Model	
Serial Number	
Number of Cells	
Rated Capacity	
Rated GPM	
Motor Manufacturer	
Horsepower	
Rated Voltage	
Actual Voltage	
Rated Amps	
Actual Amps	
Rated Motor RPM	
Actual Motor RPM	
Service Factor	
Fan RPM	
Air On W/	
Air Off W/	
Air DB (A/W)	
Condensor Water	
Cond.	
Motor Fram	

UNITED TESTING AND BALANCING, INC.

P.O. Box 100874
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Fax 615.331.1297

Date _____
Project Name _____
Address _____
Sheet 1

AUTOFLOW VALVE DATA

Valve	Manufacturer	Size	Design ΔP	Measured ΔP	Design GPM	Actual GPM

Information from the tag installed on the autoflow valve.



Section Four

Equipment Lists and Calibrations*

(*Calibrations available upon request)



INSTRUMENT OWNERSHIP FOR
UNITED TESTING AND BALANCING, INC.

This record shows ownership of and model numbers for a full set of test and balance instruments.

Extech Laser Photo/Contact Tachometer Model # 461995

Cooper Electro-therm Humidity/Temperature Model # SRH77A

Fluke Remote Display True RMS Clamp Meter Model # 336 / 381

Shortridge Multimeter Model # ADM-870 / 870C

Dwyer Digital Pressure Gauge Model # DPG-007

Alnor Rotating Vane Anemometer Model # RVA501

Alnor Hydronic Manometer Model # HM670

Bacharach Sling Psychrometer Model # 12-7012

Dwyer Pitot Tube Model # 160-18, 160-24, 160-36, 160-48

Shortridge Instrument 4' Airfoil



Section Five

Corporate Policies*

(*Available upon request)