



Keith Baldinger
Town of Shrewsbury
Public Buildings Division Manager
100 Maple Ave
Shrewsbury, MA 01545
RE: Sherwood Middle School – 28 Sherwood Ave

August 28, 2020

AALANCO Service Corporation at your request has performed an HVAC assessment at Sherwood Middle School. Assessment is as follows:

AAON ROOFTOP UNITS #1 – #10 Art, Media, Offices, Classrooms, Band, Music, Drama, & Bathrooms

- All filters are clean & properly installed
- Ensured proper operation of Exhaust air fans, Return air fans, & Supply air fans
- Hot water heating & Cooling coils & condensate drains are clean & mold free (RTU #10 is heating only)
- Units needed some maintenance to the damper actuators, all adjusted & working properly at this time
- Energy Recovery Wheels are performing properly – they will need cleaning soon

AAON AHU's #1 - #5 – Kitchen, Café, Gym, Lobby, & Locker rooms

- Filters are clean & properly installed
- Units are in good working order with proper exhaust air & return air controls
- Heating coils are clean
- Dampers needed adjustments – lubricated & adjusted at time of inspection
- Energy Recovery Wheels on AHU #2 & #5 are clean & in good working order at this time
- AHU#1 has RA damper fixed open
- AHU#3 for the gym needs service on the face & bypass dampers low voltage issues

Inline & Exhaust Fans have not yet been evaluated

Building control system

- The Building control system is functioning as designed

Sincerely,
Joel Darby
Account Rep / Project Manager
AALANCO Service Corporation

AALANCO SERVICE CORPORATION

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