

# COMMERCIAL OFFICE BUILDINGS HVAC GUIDE

Whether your commercial office space is a modest workroom shared by a few dozen coworkers, an entire building in an office park, or a penthouse at the top of an impressive New York high-rise, keeping a comfortable office means having dependable heating and air conditioning. There are many equipment solutions used to combat common commercial office issues. Use the guide below to help determine which HVAC solution is best for your office building.



## Types of Office Building HVAC Systems

### Packaged Rooftop Systems

- Economical, pre-engineered, and adaptable
- Contains both heating and cooling capabilities in one, convenient unit

### VRF/VRV Systems

- Variant refrigerant flow (VRF) and variable refrigerant volume (VRV) mean the same thing
- Ideal for shared offices and coworking spaces

### Water-Cooled Systems

- Best for smaller office spaces with fewer employees
- May require cooling tower installation

### Central HVAC Systems

- Ideal for larger enterprises with big office spaces
- Requires zoning to accommodate varying needs throughout the building

## Maintenance Requirement for Your Commercial Office HVAC

Keeping your heating and air conditioning functioning year-round requires scheduled, preventive maintenance by a licensed HVAC professional. Preventive maintenance cleans, corrects, and tunes up your system for continued use through the year's more volatile seasons.

Have your heating system inspected in the fall before the winter sets in, and your cooling units maintained in the spring before the summer heat starts up.

## Commercial Office Building HVAC Problems & Solutions

### Problem: Thermostat Dysfunction

- Solutions:**
- Check the power source.
  - Change dead batteries.
  - Call your New York City HVAC professional to replace the system. Be sure it's installed in a location that's out of direct sunlight.

### Problem: Hot Air in the Summertime

- Solutions:**
- Check the thermostat settings and temperature.
  - Replace the air filter.
  - Contact a heating and air conditioning specialist to clean and maintain the system, recharging refrigerant if necessary.

### Problem: Poor Air Circulation

- Solutions:**
- Be sure filing cabinets, desks, client paperwork, or other office materials are not blocking vents.
  - Replace the air filter.
  - Have an HVAC professional check for ductwork leaks and other potential issues that could contribute to poor airflow.

### Problem: Poor/Nonexistent Maintenance

- Solution:**
- Contact your local HVAC professionals to establish a maintenance agreement for scheduled maintenance appointments year-round.

## Preparing for the Cost of Your Commercial Office Building HVAC System

Commercial heating and air conditioning units last between 10 and 20 years, allowing you to enjoy the benefits for decades after your initial investment. Increase your system's lifespan by keeping it well maintained and scheduling regular service.

### Factors contributing to the cost of your system:

- Building size
- Unique heating and cooling specifications
- Installation complexity
- Installation or replacement of ductwork
- Efficiency rating and quality of new or replacement equipment

afgo.com

36-14 32nd Street  
Long Island City, NY 11106



(929) 205-4080

afgosalesgroup@afgo.com