



THE MACHINE BLUE BOOK

INDEPENDENT MACHINE RESEARCH

MACHINE READINESS WORKSHEET

Shop • Power • Rigging • Installation

Machine Readiness Worksheet

Before the machine ships, make sure the shop is ready

The Machine Blue Book
Independent machine research for buyers, sellers, shops, and service providers
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The five-minute screen

Before paying a deposit or scheduling freight, answer these ten questions.

Question	Confirmed	Needs work	Owner
Is the exact machine identity and configuration documented?	☐	☐	
Will the machine fit through every door, turn, and aisle?	☐	☐	
Is the floor or foundation suitable for the loaded machine?	☐	☐	
Does the facility have the required voltage, phase, frequency, and capacity?	☐	☐	
Are transformer or phase-conversion needs resolved?	☐	☐	
Are compressed air, coolant, mist, exhaust, water, and drainage requirements known?	☐	☐	
Is the freight, permit, unloading, and rigging scope written?	☐	☐	
Are installation, leveling, startup, and acceptance responsibilities assigned?	☐	☐	
Are tooling, workholding, inspection, software, and programs ready?	☐	☐	
Are operators, maintenance staff, service support, and safety procedures ready?	☐	☐	

If any answer is unknown, the machine may still be a good purchase. The unknown simply belongs in the plan and budget before it becomes a surprise.

1. Identify the exact machine

Record information from the nameplate, control, option list, maintenance records, and seller documentation.

- Manufacturer:
- Model:
- Serial number:
- Year of manufacture:
- Control manufacturer and generation:
- Spindle configuration:
- Axis travels:
- Table, chuck, or work-envelope dimensions:
- Tool capacity and taper:
- Included options:
- Included accessories:
- Included tooling and workholding:
- Current location:

- Operating status:

Evidence to retain

- ☐ Nameplate photograph
- ☐ Control power-on photograph
- ☐ Serial number photograph
- ☐ Option sheet or build sheet
- ☐ Maintenance and service history
- ☐ Video of operation when available
- ☐ Alarm screen or diagnostic information
- ☐ Written list of everything included and excluded

Start with the [MBB machine buying guide](#) and [machine identity and options guide](#).

2. Map the physical route

The machine footprint is not the same as the move-in envelope.

Measure:

- Machine width, depth, height, and shipping weight
- Crate, pallet, skid, or shipping-brace dimensions
- Door width and height
- Dock height and capacity
- Overhead clearance
- Aisle width
- Turning radius
- Floor transitions, ramps, pits, and drains
- Crane, gantry, forklift, or toe-jack access
- Final service-clearance area

Route notes

- Tightest width:
- Tightest height:
- Sharpest turn:
- Floor obstacle:
- Required temporary removal:
- Final maintenance clearance:

Use the [footprint, layout, and access guide](#) before the rigger arrives.

3. Confirm the floor and foundation

Do not assume an industrial floor is automatically suitable for every machine.

Confirm with the machine documentation and qualified professionals:

- Loaded machine weight and center of gravity

- Number and location of leveling points
- Point loads and vibration considerations
- Slab thickness and reinforcement information when available
- Anchor requirements
- Isolation-pad or foundation requirements
- Pit, trench, drainage, or coolant-containment needs
- Clearance for doors, guards, conveyors, and maintenance panels

Decision record

- Documentation reviewed by:
- Foundation or floor work required:
- Work completed by:
- Completion date:
- Open issue:

Read the [foundation and floor-loading guide](#).

4. Verify electrical readiness

Capture the machine nameplate. Do not estimate facility compatibility from horsepower alone.

Record:

- Required voltage:
- Phase:
- Frequency:
- Full-load current or rated current:
- Recommended disconnect or protective-device information:
- Transformer requirement:
- Phase-converter requirement:
- Facility service voltage:
- Available capacity:
- Disconnect location:
- Conductor path and length:

Electrical design, installation, and verification belong to qualified professionals and applicable codes. MBB provides planning references, not electrical engineering services.

Use the [machine electrical reference](#), [nameplate-data guide](#), and [facility-power planning guide](#).

5. Confirm supporting utilities

Utility	Requirement	Existing capacity	Work required	Owner
Compressed air				
Coolant				
Mist collection				
Exhaust				
Process water				

Utility	Requirement	Existing capacity	Work required	Owner
Drainage				
Chiller				
Hydraulic support				
Chip handling				
Network connection				

Read the [air, coolant, mist, and utilities guide](#).

6. Define freight and rigging in writing

The quote should identify more than a total price.

Confirm:

- Pickup location and access conditions
- Seller's loading responsibility
- Blocking, bracing, wrapping, and weather protection
- Carrier and trailer type
- Oversize or overweight permit responsibility
- Route restrictions and appointment requirements
- Cargo, rigging, and liability insurance documentation
- Delivery location and site conditions
- Unloading equipment and lift plan
- Placement, leveling, anchoring, and cleanup
- Damage documentation and claim process
- Cancellation, delay, standby, and change-order terms

Required contacts

- Seller contact:
- Carrier contact:
- Rigger contact:
- Insurance contact:
- Facility contact:
- Delivery appointment:

Use the [freight, permit, and rigging guide](#) and [machine rigging directory](#).

7. Define installation and acceptance

Write down who performs each task.

Task	Responsible party	Date	Evidence
Unload and place			
Level and anchor			
Electrical connection			
Air and utility connection			

Task	Responsible party	Date	Evidence
Fluid fill and preparation			
OEM or technician startup			
Geometry or calibration check			
Safety verification			
Test cut or run-off			
Acceptance signoff			

Define the acceptance test before delivery. The buyer and seller should know what condition, performance, documentation, and included items complete the transaction.

Read the [installation, commissioning, and acceptance guide](#).

8. Prepare production support

- ☐ Toolholders and retention knobs
- ☐ Cutting tools and inserts
- ☐ Chucks, jaws, vises, fixtures, and workholding
- ☐ Probes, setters, and calibration artifacts
- ☐ Inspection equipment
- ☐ CAM postprocessor
- ☐ Program-transfer method
- ☐ Networking and backups
- ☐ Coolant and filtration supplies
- ☐ Lubricants and maintenance consumables
- ☐ Critical spare parts
- ☐ Service contacts
- ☐ Operator training
- ☐ Maintenance training
- ☐ Safety procedures

Use the [tooling, workholding, and inspection guide](#).

9. Calculate the installed decision

Cost category	Estimate	Confirmed quote	Final
Machine purchase			
Taxes and transaction costs			
Inspection			
Freight			
Permits and escorts			
Rigging			
Foundation or floor work			
Electrical work			
Utilities and extraction			
Tooling and workholding			

Cost category	Estimate	Confirmed quote	Final
Software and postprocessor			
Installation and calibration			
Training			
Initial maintenance and spares			
Contingency			
Total installed estimate			

The purchase price is one line in the decision. Use the [total installed cost guide](#).

Final readiness decision

- ☐ Ready to schedule pickup
- ☐ Ready after listed actions are completed
- ☐ Hold shipment pending information
- ☐ Re-evaluate the purchase

Open actions:

- 1.
- 2.
- 3.

Decision owner:

Target completion date:

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KNOW THE MACHINE. KNOW THE DECISION.

Independent research for buyers, sellers,
shops, and the people who move the work.

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