

Air-Cooled Unit

Pre Startup Checklist

Installing contractor should verify the following items.		
1. Is there any visible shipping damage?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Is the unit level?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Is proper vibration isolation provided in accordance with IOM?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Are the unit clearances adequate for service and operation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Do all access doors open freely and are the handles operational?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Have all shipping braces been removed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. Have all electrical connections been tested for tightness?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. Does the electrical service correspond to the unit nameplate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. On 208/230V units, has transformer tap been checked?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. Has overcurrent protection been installed to match the unit nameplate requirement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
11. Do all fans rotate freely?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
12. Does the field water piping to the unit appear to be correct per design parameters?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
13. Is all copper tubing isolated so that it does not rub?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
14. Are air filters installed with proper orientation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
15. Have condensate drain and p-trap been connected?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
16. Is the TXV sensing bulb in the correct location?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
17. Does the TXV sensing bulb have proper thermal contact and is properly insulated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
18. Confirm ship loose items required for proper installation	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Start-Up Procedures (R-410a Systems)

Some of the numbered items below are referenced on the Start Up Form that needs to be completed.

This procedure has been created based on utilizing a standard wall thermostat. If another controller is being utilized some of the steps below may need to be altered.

1. Start up must be performed by a qualified HVAC Technician.
 2. Make certain that all power is disconnected at the main power circuit breaker or service disconnect before starting any of this procedure.
 3. Check all electrical screw terminals and wiring lugs for tightness internal to the equipment. Components may have loosened due to vibration during transit or handling. Verify that the main power block lug connections made in the field are tight and secure.
 4. Confirm that the voltage rating of the equipment data tag coincides with the power that will be delivered to the unit.
 5. Verify that the circuit protection for the unit satisfies Local and National Codes according to the unit data tag Minimum Circuit Ampacity (MCA) and Maximum Fuse Size (MFS).
 6. Locate the unit thermostat and check all electrical terminations against the unit electrical diagram and for the unit thermostat.
- Note:** If using a digital thermostat with a “C” (Common) terminal, this terminal **MUST** be terminated to the “C” terminal in the unit. Failure to do so will result in the thermostat shorting out and being destroyed.
7. Leak check the refrigerant system. While the unit was leak checked at the factory, leaks can develop during transit and / or handling.
 8. Confirm that the unit condensate has been adequately trapped and taken to a suitable point for disposal.
 9. Verify that the filters are in place, clean and usable.
 10. Switch the unit thermostat to the “OFF” position.
 11. Apply power to the unit. Switch the circuit breaker or field supplied electrical service disconnect switch to the on position.

Note: If the unit has the flooded condenser option the scroll compressors will have crankcase heaters. If the outdoor ambient is 70° F or lower, let the compressors sit for approximately 24 hours before proceeding.

12. Record the voltage at the unit terminals.
13. If possible with the thermostat provided, switch the evaporator blower to the RUN position. Verify that the evaporator blower is activated.
14. Verify that the evaporator blower is rotating in the correct direction (three phase units only).

Note: If the evaporator blower motor runs backwards, shut off all power to the unit. Switch any two of the incoming power leads at the unit terminal block. The unit has been wired and phased properly at the factory. **DO NOT** change any factory wiring to correct for a phase problem.

Note: Before conducting the following start up sections connect a suitable refrigerant gauge set to the unit Schrader connections. Install temperature sensors to record the appropriate refrigerant line temperatures. Service gauge access ports have been provided in the cabinet corner posts so that the gauge line hoses can be run outside the cabinet with the access panels installed.

15. Set the thermostat switch to a temperature set point approximately 5° lower than the space temperature. Set the thermostat fan switch to the AUTO position. Set the thermostat operating mode to the COOL position. This should energize the compressor(s) and both blowers.

Note: Dependent upon the options and/or the thermostat, there may be a delay for the compressor(s) operation.

16. Verify that the condenser blower rotation is correct.
17. While waiting for the compressor(s) to stabilize, record the External Static Pressure (ESP) for both the evaporator and condenser blowers.

Note: Make sure all the unit access panels are in place when taking these readings.

18. Record the return air temperature to the evaporator coil along with the supply air temperature. (The unit should have operated for at least 15 minutes before taking these readings).
19. Record the outdoor ambient entering the condenser coil along with the discharge air temperature of the condensing section.
20. Record the suction line pressure and the suction line temperature for each circuit near the compressor.

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Start-Up Procedures (R-410a Systems) Continued:

21. Using an appropriate pressure / temperature chart for R-410a refrigerant, look up and record the saturation temperature corresponding to the suction pressure.
22. Calculate and record the suction superheat for each circuit by taking the difference between the suction line temperature and the saturation temperature corresponding to the suction pressure.
23. Record the liquid line pressure and the liquid line temperature for each circuit near the condenser coil outlet.
24. Using an appropriate pressure / temperature chart for R-410a refrigerant, look up and record the saturation temperature corresponding to the liquid line pressure.
25. Calculate and record the liquid sub-cooling for each circuit by taking the difference between the liquid line temperature and the saturation temperature corresponding to the liquid line pressure.
26. Record the Amps for the evaporator blower motor, each compressor and the condenser blower motor. If the system is single phase, use L1 and L2 only.
 - a. Make sure the pressures on each compressor circuit are within the proper limits:
 - i. 290 – 550 Discharge
 - ii. 100 – 140 psig Suction
 - b. Compressor Amperage is below the RLA Amps listed on the unit data tag.
 - i. The maximum compressor operating current (amps) at start up depends a lot on the system loading. The lower the load, the less the current. The higher the load, the higher the current.
- c. The blower motor FLA values should never be exceeded.
 - i. If the FLA value is exceeded, shut the unit off and check the duct design, sheave turns open or make sure there is no blockage / obstruction in the duct or filters.
27. Document any additional information deemed appropriate for the specific application or installation.
28. Shut the system down and remove all test instruments and test sensors.
29. Leave the system in the operating mode as appropriate for the customer and the application.

Optional Heating Start Up:

30. If the system has any optional heat, set the room thermostat approximately 5° higher than the actual room temperature. Set the controller operating mode to the HEAT position.
31. Dependent upon the heating source the heating valve or switch / contactor should be activated.
32. After several minutes of operation, record the return air temperature and the supply air temperature.
33. Based on the heating source, document the appropriate temperatures, pressures, voltage or amp values.



Air-Cooled Unit

Start-Up Procedures

Complete the form by listing your name, company name, phone and fax number. Sign and date the form and provide a copy as required to all interested parties.

Job Name: _____	Date: _____
Address: _____	
City: _____	State: _____ ZIP _____
Country: _____	
Unit Model No.: _____	
Unit Serial No.: _____	

Screw Lugs & Terminals OK? Yes _____ No _____
Describe any loose connections and action(s) taken:

Power Supply Correct Voltage and Phase? Yes _____ No _____
If not in agreement with unit data tag contact the Distributor.

Is the Circuit Protection the correct type and does it meet the unit data tag requirements? Yes _____ No _____
If not correct describe what action(s) have been taken to correct:

Unit controller wiring verified? Yes _____ No _____
"C" Terminal hooked up if necessary? Yes _____ No _____

Unit leak checked OK? Yes _____ No _____
If leak was located describe where and how repaired:

Condensate trapped & run to a suitable disposal point? Yes _____ No _____

Filters are in place, clean & usable? Yes _____ No _____

Single Phase Unit
Measured Voltage..... L1-L2 _____ L1-GND _____ L2-GND _____

Three Phase
Measured Voltage..... L1-L2 _____ L2-L3 _____ L1-L3 _____

Evaporator Blower Motor Rotation OK? Yes _____ No _____
If three phase power and rotation is not correct describe action(s) taken to correct:

Condenser Blower Motor Rotation OK? Yes _____ No _____
If three phase power and rotation is not correct describe action(s) taken to correct:

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Evaporator External Static Pressure(ESP): _____ In. WG _____

Condenser External Static Pressure(ESP): _____ In. WG _____

Cooling Mode

System Air TemperaturesReturn: °F _____ Supply: °F _____

Condenser Coil.....Outdoor Ambient: °F _____ Condenser Discharge: °F _____

	Compressor 1	Compressor 2	Compressor 3	Compressor 4
Suction Pressure:	psi _____	psi _____	psi _____	psi _____
Suction Line Temperature:	°F _____	°F _____	°F _____	°F _____
Saturation Temperature:	°F _____	°F _____	°F _____	°F _____
Suction Superheat:	° _____	° _____	° _____	° _____
Liquid Line Pressure:	psi _____	psi _____	psi _____	psi _____
Saturation Temperature:	°F _____	°F _____	°F _____	°F _____
Liquid Line Temperature:	°F _____	°F _____	°F _____	°F _____
Sub-cooling:	° _____	° _____	° _____	° _____

Electrical

Evap. Motor AmpsL1 _____ L2 _____ L3 _____ L4 _____

Compressor 1 AmpsL1 _____ L2 _____ L3 _____ L4 _____

Compressor 2 AmpsL1 _____ L2 _____ L3 _____ L4 _____

Cond. Motor Amps.....L1 _____ L2 _____ L3 _____ L4 _____

Heating Mode (Optional)

System Air TemperaturesReturn: °F _____ Supply: °F _____

Entering Water Temperature:.....Return: °F _____ Fluid Type: _____

Leaving Water Temperature:Return: °F _____

Steam Pressure:.....psi _____

Electric:

kW: _____ Voltage: _____

Amps: Stage1..... L1 _____ L2 _____ L3 _____

Stage2..... L1 _____ L2 _____ L3 _____

Misc. _____

Technician (print name): _____

Company: _____

Phone: _____ Fax: _____

Signature: _____ Date: _____

