



Field Start-Up Report

SU-FOR-0□

Title:

Start-Up Audit Form Air Cooled Condenser (6-70 Ton)

	CONTROLLER READINGS	MEASURED READINGS	PASS (+/-5)?		N/A
			YES	NO	
Compressor B Static Discharge Pressure					
Compressor C Static Suction Pressure					
Compressor C Static Discharge Pressure					
Compressor D Static Suction Pressure					
Compressor D Static Discharge Pressure					
Did you plug in the loose wires to the low-pressure switches on each compressor?			YES		NO

SECTION 15: ALL CABINETS POWERED

	YES	NO
Did you check and remove all trash and debris from cabinet areas?		
Did you input all errors found and corrected during powered section into error section on test sheet?		

SECTION 16: SUPPLY FAN VALIDATION

Supply Fan 1 VFD Frequency		N/A	Supply Fan 2 VFD Frequency		N/A
Observe the unit while the supply fan is running with the supply fan door closed and all cabinet doors closed. Is the unit free of air leaks, whistling, knocking, unreasonably loud supply fan, etc?					
SUPPLY FAN(S) AMPS		T1 FROM VFD	T2 FROM VFD	T3 FROM VFD	
Supply Fan 1					
Supply Fan 2					

SECTION 17: DAMPER VALIDATION

	YES	NO	N/A
Did you prop open the damper cabinet door and turn on the "Damper Test Mode"			
Set all dampers to 0%, verify that all dampers moved to 0%. Did the dampers move to 0% and are there no gaps? Readjust the dampers if any gaps occur.			
Set OAD to 100%, verify that the OAD moved to 100% open. Did the OAD open to 100%?			
Set RAD to 100%, verify that the RAD moved to 100% open. Did the RAD open to 100%?			
Set BAD to 100%, verify that the BAD moved to 100% open. Did the BAD open to 100%?			
Did you turn off the Damper Test Mode and close the damper cabinet door?			



Field Start-Up Report

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SECTION 18: HEATING VALIDATION

<i>Natural Gas:</i> Inlet Pressure: 6.0" – 10.5" WC Low/Hi Fire: 1.75"/3.5" WC (+/-10%)				<i>Propane:</i> Inlet Pressure: 11.0" – 13.0" WC Low/Hi Fire: 5.25"/10.5" WC (+/-10%)					
							YES	NO	N/A
For units equipped with natural gas or propane, did you allow all heating stages to run for at least 5 minutes to burn off any residue remains in the heat exchanger?									
GAS VALVE	MGV1	MGV2	MGV3	MGV4	MGV5	MGV6	MGV7	MGV8	
Low Fire									
High Fire									
Record gas full burn inlet pressure upstream of the gas valve					"WC				
ELECTRIC HEAT	CONT 1	CONT 2	CONT 3	CONT 4	CONT 5	CONT 6	CONT 7	CONT 8	
Amperage									
							YES	NO	N/A
If applicable, is heat reclaim operational?									

SECTION 19: COOLING VALIDATION

AIR COOLED CONDENSERS AMPS	L1	L2	L3 (3 PHASE MOTORS)		
Condenser Fan A					
Condenser Fan AB					
Condenser Fan B					
Condenser Fan C					
Condenser Fan CD					
Condenser Fan D					
			YES	NO	N/A
Did you confirm that all condensers are rotating in a direction that pulls air from the coil out of the fan port?					
COMPRESSOR AMPS	L1	L2	L3		
Compressor A					
Compressor B					
Compressor C					
Compressor D					
			YES	NO	N/A
Are the compressors and condenser fans operating correctly based on sound and gauge readouts?					
Are the contactors for the compressors and/or condenser fans free of chattering or any loud noises that indicate incorrect phasing or compressor damage?					
Did you ensure that the reheat valve runs for 5-10 minutes? If you had to override the valve to turn it on, turn the override off now.					



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SUB-COOLING & SUPER HEAT					
	YES	NO		YES	NO
1. Is the unit under a full load “not unloading”?			3. Is ambient temperature above 80°F?		
2. Are all compressors running at full speed?			4. Is return temperature above 70°F?		

1) If you have marked “YES” to all 4 questions above, site conditions meet the criteria to perform a sub-cooling and superheat verification. Proceed with taking initial readings and record results. If adjustments to the system are required, adjust as necessary, and record adjustments and final readings.

2) If you have marked “NO” to question 1 or 2, and “YES” to questions 3 and 4, unplug the low-pressure switch on the circuits that you are not checking and validate one circuit at a time. Only take initial readings, do not adjust the system.

3) If you have marked “NO” to questions 1, 2 and 3, skip the sub-cooling and superheat validation entirely as conditions are not met to do so.

SUPERHEAT 8-15°F			SUB-COOLING Air Cooled 8-15°F Water Source Heat Pump 4-8°F			REFRIGERANT ADJUSTMENT				TXV ADJUSTMENT Ensure cap is secure after adjustment		
CIRCUIT	INITIAL READING AFTER 15 MIN OF OPERATION	FINAL READING AFTER ADJUSTMENT (IF APPLICABLE)	CIRCUIT	INITIAL READING AFTER 15 MIN OF OPERATION	FINAL READING AFTER ADJUSTMENT (IF APPLICABLE)	CIRCUIT	ADDED	REMOVED	AMOUNT (LBS)	CIRCUIT	YES	NO
A			A			A				A		
B			B			B				B		
C			C			C				C		
D			D			D				D		

SECTION 20: SAFETIES VALIDATION

	YES	NO	N/A
While the supply fan is running, did you lift-up the drain pan float switch and did the fan ramp/shut down within a minute?			



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SECTION 21: WRAP UP

	YES	NO	N/A
Did you ensure that the factory installed smoke detector jumper has been removed? <i>FLō to advise during the checkout if the jumper is approved to be left in the unit.</i>			
Did you ensure that all brass caps on the Schrader valves are installed and tight?			
Are the gas valve covers positioned over the gas valves?			
Did you power down the unit for 5 minutes and then power it back up (this will clear any overrides entered during the start-up process)?			
Did you check for and resolve any active alarms in the unit? <i>Note any active alarms that could not be cleared in section 22 of this form.</i>			
Did you do a final check of the unit for any trash or tools left in the unit?			

TAKE THE FOLLOWING IMAGES

Unit nameplate		Outdoor air hood installation	
All sides of the unit with doors closed		Supply Fan Motor Nameplate	
Supply temp sensor showing location		Humidity/dewpoint sensor(s) showing location	
Space temp sensor(s) showing location		Inside of each compartment in the unit	
Insulated reheat/reclaim sensor		LVTB field connections (Close Up)	
Controller(s) alarm status screen(s)		Controller(s) main menu showing time & date	
Controller(s) network info screen(s)		Controller information screen (i-Controller 2.0)	

Submit all images above and either the digital copy of your completed form or images of your completed form to startup@systemsflo.com before calling into your checkout appointment.

Call into the FLō start-up checkout appointment line (888-598-1198 Opt. 2) when you are done the start-up and have submitted all images



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SECTION 22: START-UP TECHNICIAN NOTES

SECTION 23: SITE DEPARTURE

Before departing site, you must call the FLō checkout line (888-598-1198 Opt. 2) at your scheduled appointment time.
If you do not have a checkout scheduled, call your FLō Coordinator.

Technician Company		Technician Phone	
Technician Name		Check Out Code	

