RenewAire
Energy Recovery Ventilators

ENERGY RECOVERY VENTILATOR
START-UP PROCEDURE

To insure the quality of the installation and the proper operation of this unit, the following Start-Up routines should be completed. Please follow the procedures and recommendations identified in this report and record start-up information in the specified areas. If a problem with the unit becomes apparent, correct the problem by referring to the installaion manual or contact the Factory Representative for further assistance. Please verify the accuracy of all model and serial number information before contacting the manufacturer.

JOB NAME:	**TAG:**	**DATE:**
MODEL NO:	**SERIAL NO:**	
CONTRACTOR:	**TESTED BY:**	

PRE START-UP CHECKLIST:

WARNING: Installation of unit and electrical wiring must be done by a qualified professional(s) in accordance with all applicable codes, standards and licensing requirements. Before servicing or cleaning the unit, switch power "off" at the disconnect switch or service panel and lock-out/tag-out to prevent power from being accidentally turned on. This unit must be grounded as per instructions.

- ☐ Make sure all power to the unit is "off" and all disconnects are in the "off" position before making final power connections.
- ☐ **For Indoor units:** Confirm that the supply and exhaust vent connections have been properly connected and the penetration points have been separated by a minimum of 10ft., are free of obstructions, and are screened and properly terminated as per directions. Inspect the FA and EA vent pipes to confirm that they are pitched ¼" per foot away from the unit and insulated with vapor barrier insulation.
- ☐ **For Roof Top units:** Inspect and confirm that all ductwork has been connected and sealed as per installation instructions.
- ☐ Confirm circuit breaker amperage does not exceed the FLA on the nameplate and verify the unit is wired with the correct line voltage.
- ☐ Set sheaves using unit ratings table and job design requirements. Check the belts for proper tension and pulley alignment if an adjustment has been made. (belt drive units only)
- ☐ Spin each blower wheel to assure they are not rubbing and are in alignment in the blower housing.
- ☐ Check all set screws and fasteners on blowers, bearings, sheaves, and drives (if adjustments have been made) to assure tightness.
- ☐ Verify all prefilters are in place and on the correct airstreams (i.e. Inlet face of core exhaust and the inlet face of the core supply) if previously removed.

START-UP PROCEDURE AND SEQUENCE OF OPERATION:

In order to verify the unit is operating within design performance parameters, perform these procedures and record the data on this form. The unit must be engergized and the data must be collected and recorded while the unit is running. Please follow all recommended safety precautions as outlined in the installation and operation instructions to avoid injury.

- ☐ Close access doors and supply power to the unit through the disconnect switch and/or through the breaker at the circuit box. Start the unit using external controls. Perform all tests with ERV and air handlers running.
- ☐ Using a voltage meter, check operating voltage of unit. Verify unit is operating at design voltage and record data for future reference.
- ☐ Using amperage meter, check operating amps of each motor to verify they do not exceed the rated FLA on the motor nameplate and record data.
- ☐ Stop unit and confirm correct rotation of blower wheels. If wheels are spinning in reverse, correct wiring error as per instructions and restart the unit. Inspect and confirm wheel rotation before proceeding to next step.
- ☐ **BALANCING PROCEDURE:** Using an Air Velocity Manometer or similar device, measure the c.f.m. in both supply (FA) and exhaust (RA) air streams and compare against design conditions. Record the data on this page for future reference.
- ☐ Check all control sequences to assure proper functioning of controls.

ENGINEERED DESIGN CONDITIONS			**ACTUAL PERFORMANCE CONDITIONS**		
EXHAUST (RA) CFM	E.S.P.	BLOWER R.P.M.	EXHAUST (RA) CFM	E.S.P.	BLOWER R.P.M.
SUPPLY (FA) CFM	E.S.P.	BLOWER R.P.M.	SUPPLY (FA) CFM	E.S.P.	BLOWER R.P.M.
MCA (MIN CIR. AMPS)	MFS (MAX FUSE SIZE)		MOTOR AMPS (RA)	MOTOR AMPS (EA)	
UNIT VOLTAGE:			LINE VOLTAGE L1-L2	L2-L3	L3-L1