Phoenix Controls
Corporation

55 Chapel Street, Newton MA 02458
Telephone 617-964-6670
Fax 617-965-4503
www.phoenixcontrols.com

START-UP CHECKLIST CELERIS
ATC CONTRACTOR

Project _____ Sales rep organization _____

Sales order number _____ Contractor's company name _____

Checklist Instructions to the Contractor:

Please ensure that the items listed on the following pages have been completed.

1. Verify that each item indicated on the checklist is complete and correct.
2. Place initials in appropriate boxes once verified.
3. Sign and date when entire checklist is complete.
4. Send completed checklist to the Phoenix Controls sales representative.
5. This project is now ready for:

   ☐ All systems on project to be started.

   ☐ Partial start-up, rooms shall include:

   _____

   _____

   _____

Phoenix Controls reserves the right to charge the contractor for expenses incurred (food, travel, lodging, time, etc.) due to any significant delays caused by items on the checklist which were not complete or correct.

To Contractor: The items in column 'B', which need your attention, are marked with a (**X**). Upon completion of each item, please put your initials in the adjacent column 'A'.

For all electrical terminations, consult the **Phoenix Controls** shop drawings.

A	B	
		Valves – Supply/Exhaust
_____	☐	20 psi connected to the MSV/SLP valve controller boxes.
_____	☐	Pneumatic connections between Phoenix Controls valves as shown on drawings.
_____	☐	Output from pneumatic device connected to the slave valve actuator.
_____	☐	Pneumatic connection from thermostat connected to valve controller box.
_____	☐	Pneumatic connection from the thermostat connected to slave valve actuator.
_____	☐	Pneumatic connection MSV valve connected to SLP actuator as shown on drawings.
_____	☐	_____
_____	☐	_____
_____	☐	_____
_____	☐	_____

Note: ***Do not*** *turn power on until a Phoenix Controls factory authorized start-up engineer has reviewed the installation.*

Once the required items on this checklist have been verified, please forward this document to the Phoenix Controls sales representative so that a factory-trained technician can be scheduled to start-up and calibrate the system.

Contractor signature _____ Date _____

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START-UP CHECKLIST CELERIS
MECHANICAL CONTRACTOR

Project _____ Sales rep organization _____

Sales order number _____ Contractor's company name _____

Checklist Instructions to the Contractor:

Please ensure that the items listed on the following pages have been completed.

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2. Place initials in appropriate boxes once verified.
3. Sign and date when entire checklist is complete.
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5. This project is now ready for:

   ☐ All systems on project to be started.

   ☐ Partial start-up, rooms shall include:

   _____

   _____

   _____

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To Contractor: The items in column 'B', which need your attention, are marked with a (**X**). Upon completion of each item, please put your initials in the adjacent column 'A'.

A	**B**	
		Valves – Supply/Exhaust *All valves must be installed horizontally or vertically per the instructions on the airflow direction label attached to the valve. There are no exceptions.*
_____	☐	Verify that correct valves, i.e., supply or exhaust are installed in the correct airflow duct system (supply or exhaust).
_____	☐	Verify that the valves are installed in the correct air flow direction (refer to the airflow direction stickers on the valves).
_____	☐	Verify that horizontal valves are mounted horizontally.
_____	☐	Verify that vertical valves are mounted vertically.
_____	☐	Verify that Phoenix labels attached to the valve are visible i.e., not covered by duct sealant.
_____	☐	Verify that access is available to the electronic enclosure cover as indicated on the valve.
_____	☐	Verify that the reversing link has been connected to the actuator on all normally open valves (link is disconnected for shipping).
_____	☐	Verify that supply air valves are insulated (valve bodies only).
_____	☐	_____
_____	☐	_____
_____	☐	_____
_____	☐	_____

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START-UP CHECKLIST for CELERIS PROJECTS
ELECTRICAL CONTROLS / ELECTRICAL POWER CONTRACTOR

Project _____ Sales rep organization _____

Sales order number _____ Contractor's company name _____

Checklist Instructions to the Contractor:

Please ensure that the items listed on the following pages have been completed.

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2. Place initials in appropriate boxes once verified.
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☐ All systems on project to be started.

☐ Partial start-up, rooms shall include:

_____

_____

_____

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To Contractor: The items in column 'B' which need your attention are marked with a (**X**). Upon completion of each item, please put your initials in the adjacent column 'A'.

For all electrical terminations, consult the **Phoenix Controls** shop drawings.

A	B	
		Fume Hood Monitor (FHM)
_____	☐	Installation of FHM on all fume hoods.
_____	☐	Termination of multi-conductor cable from all FHMs to PEM on fume hood exhaust valves.
_____	☐	Termination of multi-conductor cable from all FHMs to Phoenix PCD100 drives.
_____	☐	Termination of multi-conductor cable from all FHMs to DIB controller box (PCD200 drives).
_____	☐	Termination of multi-conductor cable from all FHMs to MAC (Make-Up Air Control) panel, (for PCD100 drive applications).
		Sash Position Sensor (SPS) Vertical Sash – VSS series
_____	☐	Verification not required, installation to be done with authorized factory personnel.
_____	☐	Installation of SPS behind or on fume hood face.
_____	☐	Connection of SPS stainless steel retractable cable to sash or counter weight cable (ensure that full travel of the sash doesn't exceed full travel of the cable).
_____	☐	Termination of two-conductor SPS cable in FHM.
		Horizontal Sash – HSS series
_____	☐	Verification not required, installation to be done with authorized factory personnel.
_____	☐	Installation of the sensor bars such that the cable has no excessive slack and is not prone to catch on any protrusion for full movement of the sash.
_____	☐	Installation of the magnetic bars such that the magnetic side faces the sensor (only one side is magnetic).
_____	☐	Installation of the sensor/magnet combination such that there is a space of 3/4" less between the sensor bar and the magnet bar.
_____	☐	Termination of two-conductor SPS cable from each sensor bar into FHM.
		Horizontal/Vertical Combination Sash and Walk-in Hood – CSS/SSS series
_____	☐	Verification not required, installation to be done with authorized factory personnel.
_____	☐	Installation of H/V interface box on top of hood. Must have access for calibration to remove cover.
_____	☐	Termination of horizontal two-conductor SPS cable from each sensor bar into H/V interface box.
_____	☐	Termination of vertical two-conductor SPS cable into H/V interface box.
_____	☐	Termination of three-conductor cable from H/V interface box at FHM.
_____	☐	Installation of SPS behind or on fume hood face.
_____	☐	Connection of SPS stainless steel retractable cable to sash or counter weight cable (ensure that full travel of the sash does not exceed full travel of the cable).
_____	☐	Installation of the sensor bars such that the cable has no excessive slack and is not prone to catch on any protrusion for full movement of the sash.
_____	☐	Installation of the magnetic bars such that the magnetic side faces the sensor (only one side is magnetic).
_____	☐	Installation of the sensor/magnet combination such that there is a space of 3/4" or less between the sensor bar and the magnet bar.

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A	B	
		Zone Presence Sensor
_____	☐	Verification not required, installation to be done with authorized factory personnel.
_____	☐	Installation of unit on fume hood.
_____	☐	Termination of four-conductor cable from unit to fume hood monitor.
_____	☐	Termination of four-conductor cable from slave ZPS to master ZPS (for hoods requiring two or more units).
		Valves – Supply/Exhaust (Celeris)
_____	☐	Twisted Shielded Pair (TSP) room level (Accel-Link) communication cable terminated (with the shield not shorted to the enclosure) for all digital valves.
_____	☐	End of line resistors installed at Accel-Link terminal block for the digital valve at the end of the run for the room level communication cable.
_____	☐	24 vac terminated at all digital valves.
_____	☐	Eight conductor cable terminations made from digital valve controllers to booster valve controllers.
_____	☐	All conductor terminations made from the supply valves to the thermostats.
_____	☐	All conductor terminations made between supply valves and duct temperature sensors.
_____	☐	All conductor terminations made between supply valves and re-heat valve.
		CCU Panel
_____	☐	CCU panel installed on the wall above the drop ceiling.
_____	☐	24 vac and earth ground terminated at the CCU panel.
_____	☐	Eight conductor connections made between CCU panel and thermostats.
_____	☐	Twisted shielded pair (TSP) room level (Accel-Link) communication cable terminated at the CCU panel with end of line resistor installed.
_____	☐	Conductor terminated between CCU panel and re-heat valve.
_____	☐	Conductor terminated between CCU panel and duct temperature sensors.
		Accel-Net Network Cable
_____	☐	Twisted Shielded Pair for Accel-Net communications pulled to each CCU panel.
_____	☐	Accel-Net communication cable including shield terminated to the Accel-Net terminal block. **Do not** plug the terminal block into the CCU panel.
_____	☐	Accel-Net communication cable marked to indicate routing through building.
_____	☐	Accel-Net communication cable routing recorded for ring out and troubleshooting test.
_____	☐	Accel-Net communication cable pulled to the Accel-Way Computer.
		Accel-Way Computer
_____	☐	Accel-way computer installed.
_____	☐	120 vac power outlet available for Accel-Way Computer.
_____	☐	Ethernet hub installed and wired for 120 vac.
_____	☐	10 base T cable with RJ45 connector installed between Accel-Way computer and Ethernet hub.
		Control Power
_____	☐	Per the Phoenix wiring diagram, do not exceed 100 VA per 24 vac transformer.
_____	☐	Transformer Secondary power is externally fused to current limit at 4 amps.

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A	B	
		Power
_____	☐	120 vac terminated at primary input for all 24 vac transformers.
_____	☐	_____
_____	☐	_____
_____	☐	_____
_____	☐	_____

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Contractor signature _____ Date _____

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Celeris™ Pre-Integration Checklist

Project _____ Sales rep organization _____

Phoenix IPO _____ Contractor's company name _____

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A	B	
		General
_____	☐	Celeris system installed, Accel-Net™ and Accel-Link™ networks commissioned.
_____	☐	Accel-Way gateway installed and powered (see Accel-Way cut sheet for installation details).
_____	☐	Accel-Net to Accel-Way cable installed and ready for connection at the Accel-Way gateway.
_____	☐	Ethernet HUB installed and powered.
_____	☐	BMS system installed, network running.
_____	☐	BMS Operator Workstation with software installed and commissioned.
_____	☐	Integrated points list defined.
_____	☐	Accel-Map CSV file created from integrated points list and delivered to BMS technician.
		Johnson Controls Incorporated (JCI)
_____	☐	JCI BACnet System Integrator(s) (BCI) or Metasys Application Enabler(s) (MAE), and Network.
_____	☐	JCI Control Module(s) (NCM) installed, powered, commissioned.
_____	☐	Accel-Map CSV file uploaded into JCI system.
		Andover
_____	☐	Andover CX controller installed, powered, commissioned.
		Trane
_____	☐	Building Control Unit(s) (BCU) installed, powered, commissioned.
_____	☐	Customer Programming Language (CPL) code (required for alarm polling) written and ready to commission.
		Honeywell
_____	☐	TBD
		Automated Logic Corporation (ALC)
_____	☐	ALC LGRME LanGate and Portal(s) installed, powered, commissioned.
_____	☐	_____
_____	☐	_____
_____	☐	_____

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