

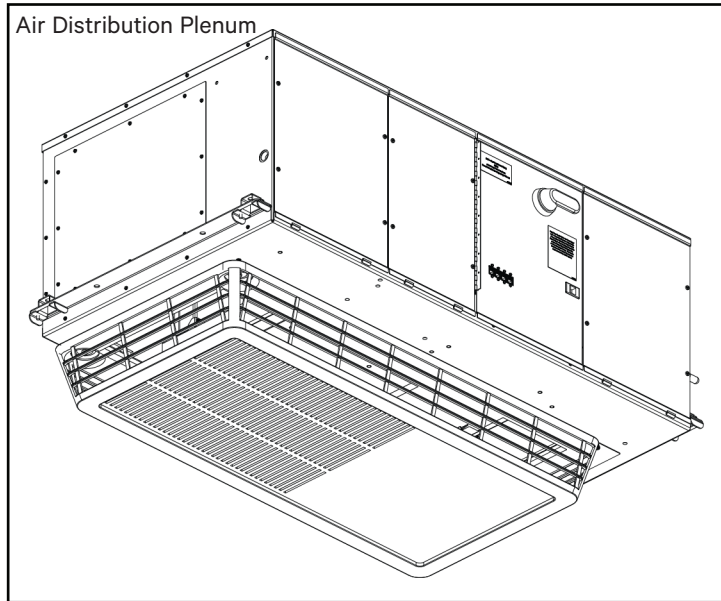
# Vertiv™ Coolphase Ceiling Air Distribution Plenum



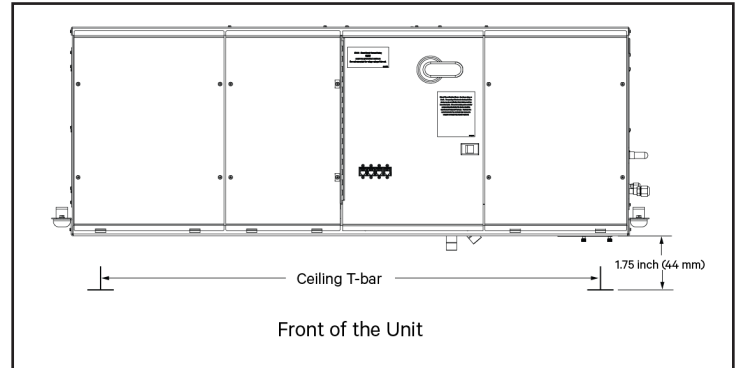
## Quick Installation Guide

**Purpose:** This Instruction gives detailed information on installing the Vertiv™ Coolphase Ceiling Air Distribution Plenum, part number - CEILAIRPLEN-XS and CEILAIRPLEN-S.

### Installation Instructions



- The indoor air conditioning unit should be mounted as shown in figure below, for proper plenum fit and ease of installation.
- The bottom panel of the air conditioning unit should be located slightly above the top edge of the T-bar support, approximately 1-3/4 inches from the bottom of T-bar. If the air conditioning unit is mounted level but is not parallel to the T-bar support, end to end, set air conditioning unit 1.75 inches from T-bar at inlet end and level the unit.

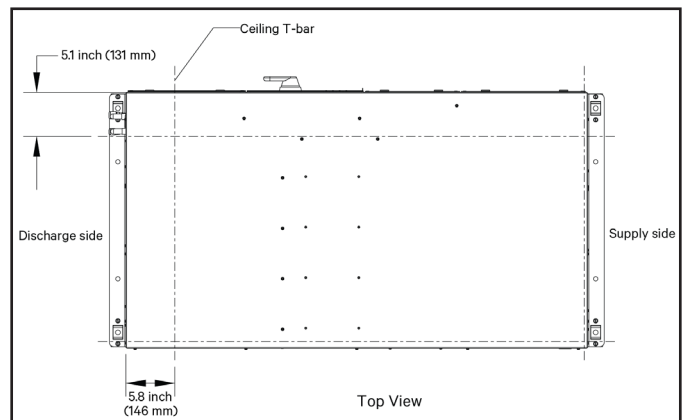


**IMPORTANT:** To remove filter from plenum, the indoor air conditioning unit must be installed allowing at least 30 inches of clearance between the inlet end and wall, or any obstruction.

- Check the contents and conditions of the plenum kit. The kit must contain the parts listed below.

Item	Description	Quantity
1	Air Distribution Plenum assembly	1
2	Return/discharge side cover	2
3	Filter 16X25X4 MERV 8	1
4	Hanger bracket	2
5	Mounting bolt 5/16 inch	2
6	Flatwasher 3/4 inch	2
7	Flatwasher 3/8 inch	2
8	Mounting bolt 1/4 inch	4
9	Lockwasher 1/4 inch	4
10	ADP bracket holder	2
11	Nut hex lock washer 1/4-20	2
12	Screw SD HWH Z 8-18 x 1/2	24
13	Plate supply cut	1

- The plenum mounting has 5/8 inch vertical adjustment at the discharge end to suit a slight vertical misalignment. The air conditioning unit should also be set square with the T-bar frame work.



- Mount the indoor air conditioning unit as described in the user manual supplied with unit.

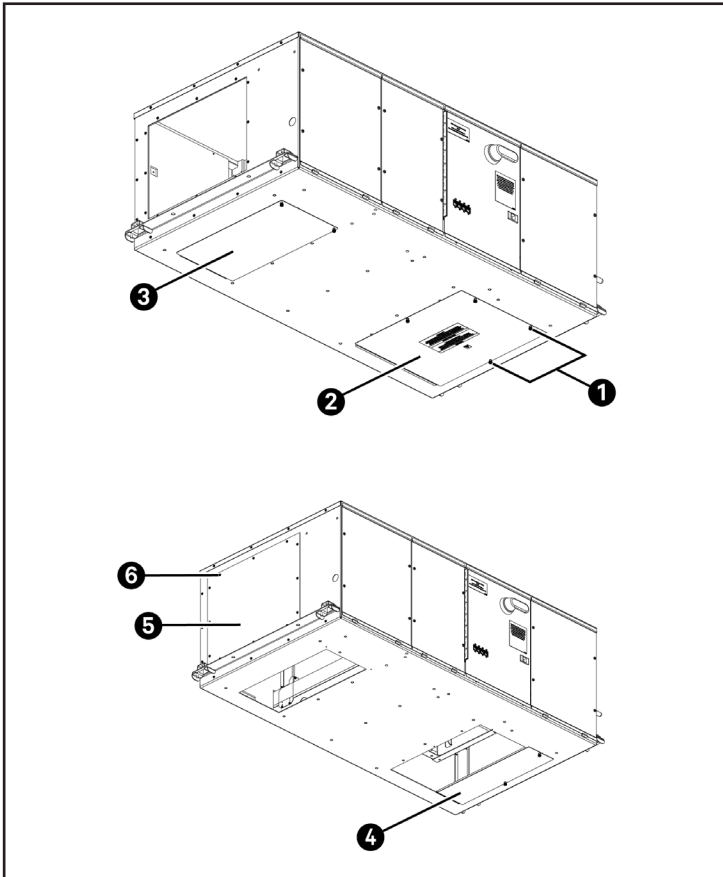
**WARNING:** Risk of contact with high-speed rotating fan blades. Can cause serious injury or death. Open all local and remote electric power-supply disconnect switches, verify with a voltmeter that power is off, and verify that all fan blades have stopped rotating before working in the unit cabinet or on the fan assembly. If control voltage is applied, the fan motor can restart without warning after a power failure. Do not operate the unit with any or all cabinet panels removed.

# Vertiv™ CoolPhase Ceiling Air Distribution Plenum

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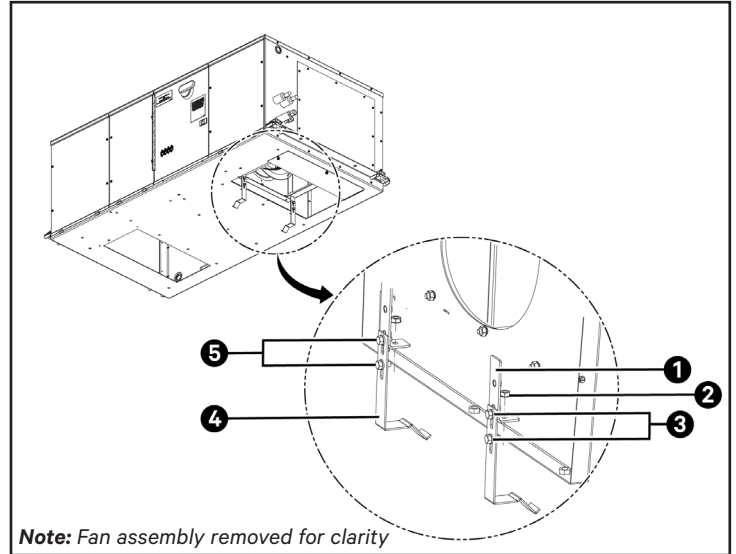


- Remove the thumb screws holding the return and discharge opening covers in place on the bottom of the indoor air unit. Mount the new bottom return and discharge covers, return/discharge side cover on the ends of the indoor air unit using the screw SD HWH Z 8-18 x 1/2.



Item	Description
1	Thumb screws
2	Discharge bottom cover
3	Return bottom cover
4	Plate supply cut
5	Return/supply cover
6	Screw SD HWH Z 8-18 x 1/2

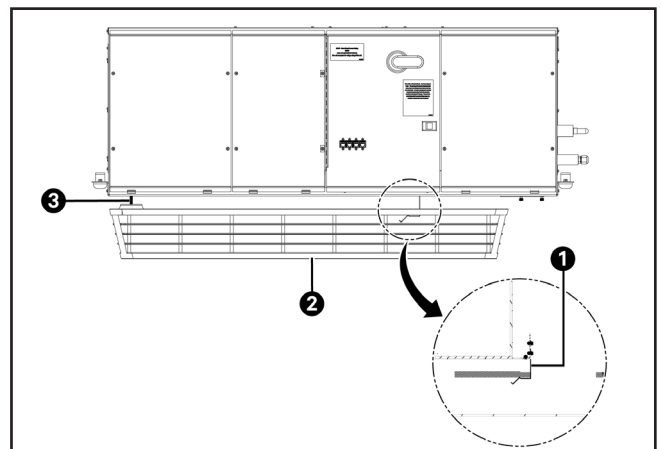
- Mount the ADP bracket holder using two nut hex lock washers. Attach two hanger brackets using four mounting bolts. Set the hanger height by centering the bolts in the vertical adjustment slots on the hanger, then tighten the bolts.



## Item Description

Item	Description
1	ADP bracket holder
2	Nut hex lock washer 1/4-20
3	Lockwasher
4	Hanger bracket
5	Mounting bolt 1/4 inch

- Remove the plenum outer filter access door by lifting and pulling bottom out and away. (Install door by reversing procedure). Set plenum on hanger brackets by lifting plenum up, inserting hanger bracket through plenum top discharge opening and engaging hanger under steel angle bracket mounted under plenum plastic top by the fan opening. Slide the plenum towards discharge end of unit allowing it to engage hanger catch, tightening plenum to unit.



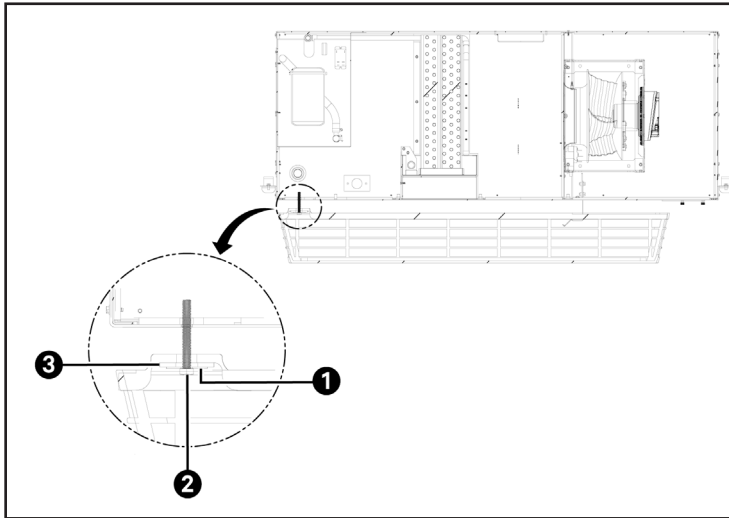
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Item	Description
1	Hanger bracket
2	Air Distribution Plenum assembly
3	Bolts 5/16 inch

9. Fasten inlet end of plenum to the indoor air unit using two mounting bolts 5/16 inch, flatwashers 3/4 inch, and flatwashers 3/8 inch.



Item	Description
1	Flatwasher 3/4 inch
2	Mounting bolt 5/16 inch
3	Flatwasher 3/8 inch

10. Tighten the two bolts noting the plenum fit against the T-bar. The plenum has adjustment as noted in step four, if some minor height adjustment is needed, use support rod nuts of air conditioning unit and adjust the unit to seal against the foam on plenum top surface.
11. Be sure plenum is square with the T-bar frame and the plenum top edge sits flush with the T-bar bottom surface, for good plenum installation appearance.
12. Install the filter access door in plenum.



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