

## Installation Instructions

# MERV 13 Filter Accessory Kit Foundation™ Packaged Rooftop Units 3 to 5 Tons

**Model Number:** BAYFILT320  
**Used With:** E/GBC036-060

### SAFETY WARNING

Only qualified personnel should install and service the equipment. The installation, starting up, and servicing of heating, ventilating, and air-conditioning equipment can be hazardous and requires specific knowledge and training. Improperly installed, adjusted or altered equipment by an unqualified person could result in death or serious injury. When working on the equipment, observe all precautions in the literature and on the tags, stickers, and labels that are attached to the equipment.

April 2020

ACC-SVN221B-EN

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## Warnings, Cautions, and Notices

Read this manual thoroughly before operating or servicing this unit. Safety advisories appear throughout this manual as required. Your personal safety and the proper operation of this machine depend upon the strict observance of these precautions.

The three types of advisories are defined as follows:

### WARNING

Indicates a potentially hazardous situation which, if not avoided, could result in death or serious injury.

### CAUTION

Indicates a potentially hazardous situation which, if not avoided, could result in minor or moderate injury. It could also be used to alert

### NOTICE

Indicates a situation that could result in equipment or property-damage only accidents.

## Important Environmental Concerns

Scientific research has shown that certain man-made chemicals can affect the earth's naturally occurring stratospheric ozone layer when released to the atmosphere. In particular, several of the identified chemicals that may affect the ozone layer are refrigerants that contain Chlorine, Fluorine and Carbon (CFCs) and those containing Hydrogen, Chlorine, Fluorine and Carbon (HCFCs). Not all refrigerants containing these compounds have the same potential impact to the environment. Trane advocates the responsible handling of all refrigerants-including industry replacements for CFCs such as HCFCs and HFCs.

## Important Responsible Refrigerant Practices

Trane believes that responsible refrigerant practices are important to the environment, our customers, and the air conditioning industry. All technicians who handle refrigerants must be certified according to local rules. For the USA, the Federal Clean Air Act (Section 608) sets forth the requirements for handling, reclaiming, recovering and recycling of certain refrigerants and the equipment that is used in these service procedures. In addition, some states or municipalities may have additional requirements that must also be adhered to for responsible management of refrigerants. Know the applicable laws and follow them.

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### WARNING

#### Proper Field Wiring and Grounding Required!

Failure to follow code could result in death or serious injury. All field wiring MUST be performed by qualified personnel. Improperly installed and grounded field wiring poses FIRE and ELECTROCUTION hazards. To avoid these hazards, you MUST follow requirements for field wiring installation and grounding as described in NEC and your local/state electrical codes.

### WARNING

#### Personal Protective Equipment Required!

Installing/servicing this unit could result in exposure to electrical, mechanical and chemical hazards. Before installing/servicing this unit, technicians MUST put on all Personal Protective Equipment (PPE) recommended for the work being undertaken. ALWAYS refer to appropriate SDS sheets and OSHA guidelines for proper PPE. When working with or around hazardous chemicals, ALWAYS refer to the appropriate SDS sheets and OSHA guidelines for information on allowable personal exposure levels, proper respiratory protection and handling recommendations. If there is a risk of arc or flash, technicians MUST put on all necessary Personal Protective Equipment (PPE) in accordance with NFPA70E for arc/flash protection PRIOR to servicing the unit. Failure to follow recommendations could result in death or serious injury.

### WARNING

#### Follow EHS Policies!

Failure to follow instructions below could result in death or serious injury.

- All Trane personnel must follow the company's Environmental, Health and Safety (EHS) policies when performing work such as hot work, electrical, fall protection, lockout/tagout, refrigerant handling, etc. Where local regulations are more stringent than these policies, those regulations supersede these policies.
- Non-Trane personnel should always follow local regulations.

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## General Information

Table 1. Filter description

Filter Part No.	Nominal Size			Qty	Location	Replacement	Kit Label Part No.
	L	H	D				
X09011832080	16	16	2	2	Upper	Front	X39003804010
	16	16	2	2	Lower		

Table 2. Static pressure drop (inch W.G.)

Tons	Unit Model Number	CFM	2" MERV 13 FILTER
3	E/GBC036	960	0.08
		1200	0.10
		1440	0.13
4	E/GBC048	1280	0.11
		1600	0.14
		1920	0.18
5	E/GBC060	1600	0.14
		2000	0.19
		2400	0.23

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## Installation

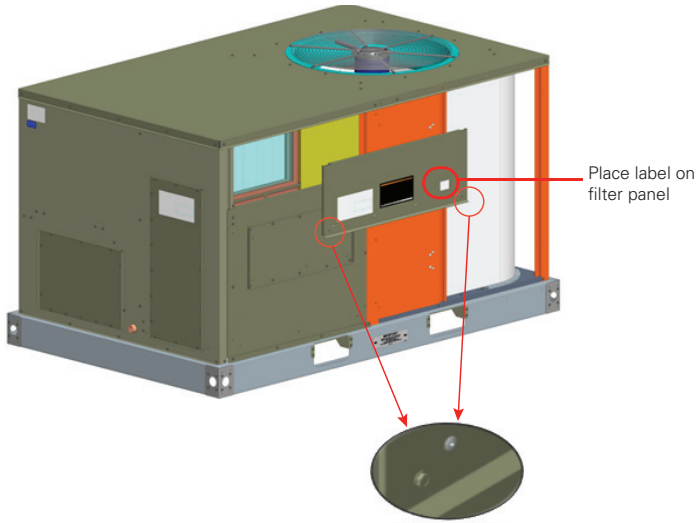
### ⚠ WARNING

#### Hazardous Voltage w/Capacitors!

Disconnect all electric power, including remote disconnects and discharge all motor start/run capacitors before servicing. Follow proper lockout/tagout procedures to ensure the power cannot be inadvertently energized. Verify with an appropriate voltmeter that all capacitors have discharged. Failure to disconnect power and discharge capacitors before servicing could result in death or serious injury.

1. Place kit label on filter panel to comply with Title 24. See [Figure 1](#).

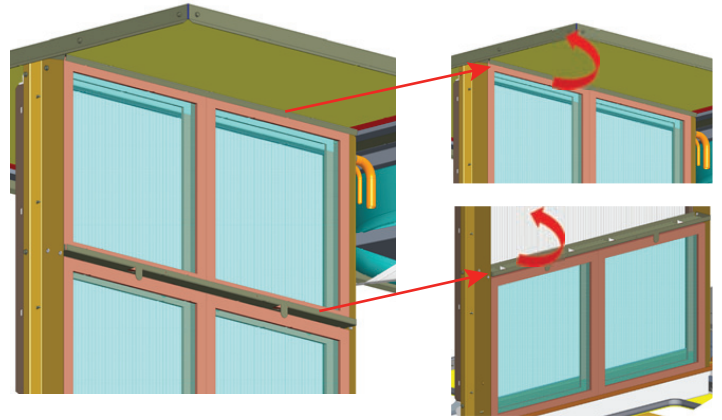
**Figure 1. Place kit label on filter panel**



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2. Remove the two screws from the filter panel, and set screws and panel aside. See [Figure 1](#).
3. Rotate the top filter frame upward then remove the top filters. See [Figure 2](#).
4. Rotate the central support frame upward then remove the bottom filters. See [Figure 2](#).

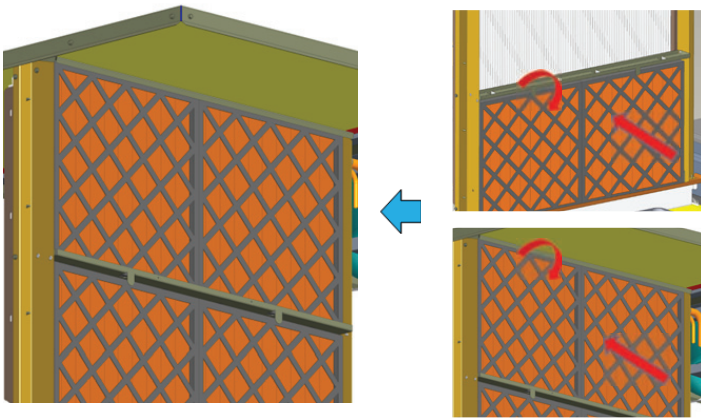
**Figure 2. Rotate filters frames and remove filters**



5. Install two new MERV13 filters on the bottom rail, then rotate the central support frame back in place. See [Figure 3](#).
6. Install two new MERV13 filters on the top rail, then rotate the upper filter frame back in place. See [Figure 3](#).

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**Figure 3. Install filters and rotate frames back in place**



7. Re-install filter panel with screws to close the unit.
8. Dispose of old filters and kit package.

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