

Dual Source Heat Pump RTU Installation Checklist

Use this checklist to make sure you are addressing the controls that may be different from those on legacy rooftops units.

Check the corresponding box for each item on this sheet to keep track.

SENSORS

Field Mounted (Varies by brand and configuration)

- ☐ Room Sensor/T-Stat
- ☐ SAT remote in-duct
- ☐ Fan CFM output
- ☐ VAV box/Zone damper panel
- ☐ Remote alarms
- ☐ Discharge air temp
- ☐ Outdoor Air damper minimum position

Unit Mounted

- ☐ OAT (Outdoor Air Temp)
- ☐ SAT (Supply Air Temp)
- ☐ RAT (Return Air Temp)
- ☐ MAT (Mixed Air Temp)
- ☐ ΔT (Difference between SAT and RAT)
- ☐ Defrost Temp
- ☐ A2L (Refrigerant leak detector)

VENTILATION

- ☐ Filter Replacement Timer
 - ☐ Default to 90 days
 - ☐ Prefilters
 - ☐ Optional Cottonwood Screen
- ☐ Vent Type
 - ☐ Economizer air flow
 - ☐ ERV with economizing bypass

HEAT PUMP SPECIFIC CONTROLS

- ☐ Switchover temperature verification
- ☐ Stages of heating
 - ☐ Heat Pump stage W1
 - ☐ Back-up source stage W2
 - ☐ O/B Reversing valve
- ☐ Economizer temp control
 - ☐ Default 65°F
 - ☐ Range 0°-90°F
- ☐ Defrost cycle
 - ☐ Range 30-120 minutes (default 60)
 - ☐ IAC (Indoor Air Conditions) WILL affect this function

START UP

- ☐ Manufacturer-supplied checklist
- ☐ Remove all packing materials and compressor shipping brackets
- ☐ Doors open freely/panels easily removed
- ☐ Overcurrent protection
 - ☐ Confirm three (3) legs of power
 - ☐ Cycle monitor for confirmation
- ☐ Gas pipe connections checked
- ☐ Fire and smoke detectors mounted in ductwork
- ☐ Confirm blower direction
- ☐ Filters installed with correct orientation
- ☐ Condensate drain and P-Trap installed
- ☐ Tighten all electrical connections which may have loosened in transit
- ☐ Refrigerant charge and saturation temps
 - ☐ Subcooling 6°-16°F (Varies by brand)
 - ☐ Superheat 10°-20°F (Confirm with manual)