

## Installation Checklist

Location: \_\_\_\_\_

Date: \_\_\_\_\_

Installer name: \_\_\_\_\_



### **Inside Building**

\_\_\_\_\_ (Enter Quantity) Dynamic Airflow Balancing Dampers installed in the ducts and connected to their respective modules via damper harness.

\_\_\_\_\_ The Frostless Drop Ceiling Solution (FPS) 10" damper is installed off the main Dining trunk line, with flex duct running over to the soda/water lines according to the Frostless Drop Ceiling Installation Guide.

\_\_\_\_\_ The Frostless Drop Ceiling Solution (FPS) module is installed above the ceiling and the blue RJ-25 harness is run to the frostless plenum 10" damper.

\_\_\_\_\_ 24VAC Power supply is installed in an approved area.

\_\_\_\_\_ 18/2 AWG wire is run from the power supply to the first damper and daisy chained through the remote power pass through to **ONLY ONE (1) DAMPER per ZONE**.

\_\_\_\_\_ (Enter Quantity) Remote Temperature Sensors (RTS) are installed in the approved locations from the layout, no less than 4'6" and no higher than 5'6" on the wall.

\_\_\_\_\_ (Enter Quantity) Wireless Ceiling Modules (WCM) are installed with the temperature probe sticking through the ½" hole in the ceiling tile into the space, in locations approved on the layout. The T-Bracket is firmly secured to the ceiling grid.

\_\_\_\_\_ (Enter Quantity) Wireless Room Modules (WCM) are installed in locations approved on the layout.

### **Lighting:**

\_\_\_\_\_ (Enter Quantity of Zones) Zones have been added to the Floorplan on the CCU.

\_\_\_\_\_ Operating hours were confirmed with the Facility Manager and input to the CCU system schedule.

### **Rooftop Units**

\_\_\_\_\_ Label RTU's with number if not currently marked.

\_\_\_\_\_ Take pictures of RTU tags and send RTU information to 75F Support

\_\_\_\_\_ (Enter Quantity) Outside Air Optimizer (OAO) is installed and wired according to the specification in the Outside Air Optimizer Installation Guide.

\_\_\_\_\_ Economizer controls were bypassed so that 75F is in full control of the RTU.

\_\_\_\_\_ (Enter Quantity) Central Control Units (CCU) installed.

\_\_\_\_\_ Novatel Wi-Fi Hot Spot is plugged in and connected to the Central Control Units (CCU)-in the manager's office, if applicable.

### **Pressure Sensors**

\_\_\_\_\_ (Enter Quantity) Pressure Sensor(s) installed according to the specifications in the Pressure Sensor Installation Guide.

\_\_\_\_\_ Outside (Low pressure) tube is ran from the pressure sensor into the rooftop unit, and mounted 3-4 feet high through the outside wall of the rooftop unit.

\_\_\_\_\_ Inside (High pressure) tube is installed through a ½" ceiling tile and attached to the pressure sensor.

### **Commissioning the CCU:**

\_\_\_\_\_ (Enter Quantity) Dampers have been installed and self-calibrated according to the Wireless Room Module Installation Guide.

\_\_\_\_\_ (Enter Quantity of Zones) Zones have been added to the Floorplan on the CCU.

\_\_\_\_\_ (Enter Quantity of Zones) Zones have been paired to their respective zones.

\_\_\_\_\_ "Frostless" zone paired and commissioned according to the Frostless Drop Ceiling Installation guide, if applicable.

\_\_\_\_\_ Operating hours were confirmed with the Facility Manager and input to the CCU system schedule.

\_\_\_\_\_ Lighting Controllers paired, checked for communication, and confirmed operating properly.

\_\_\_\_\_ (Enter Mode) System is set to a mode other than off. Typically Auto mode should be selected.

\_\_\_\_\_ Ensured that the unit has all stages of equipment that have been wired up. (e.g. has two compressors when stage 2 cooling is wired)

\_\_\_\_\_ Feature Tier Add-ons Selected:

☐ Outside Air Optimization ☐ Demand Limiting ☐ Dynamic Airflow Balancing ☐ Multi-Site Management ☐ Building Automation System

\_\_\_\_\_ (Enter Quantity) Paired OAO Modules in System Devices and ensured they are communicating by checking the OAO values in the Summary tab.

\_\_\_\_\_ MAT

\_\_\_\_\_ CO<sub>2</sub>

\_\_\_\_\_ (Enter Quantity) Economizer actuators were modulated and confirmed in working order as outlined in the Outside Air Optimizer Installation Guide.

\_\_\_\_\_ (Enter Quantity) Pressure Sensor modules paired in System Devices and ensured they are communicating by checking the PS values in the Summary tab from the dashboard. Procedure outlined in the Pressure Sensor Installation Guide.

\_\_\_\_\_ RTS connected to CM has been calibrated through "System Devices" tab.

\_\_\_\_\_ Passwords have been set up for  
\_\_\_\_\_ Setup \_\_\_\_\_ Settings

**Force Test HVAC Equipment:** In Setup and HVAC Equipment on the CCU, go one by one turning on equipment and measure the voltage of each respective control wire at the RTU to prove that the CCU is wired correctly.

Cooling Stage 1	<input type="checkbox"/> YES <input type="checkbox"/> NO
Cooling Stage 2	<input type="checkbox"/> YES <input type="checkbox"/> NO
Fan Stage 1	<input type="checkbox"/> YES <input type="checkbox"/> NO
Fan Stage 2	<input type="checkbox"/> YES <input type="checkbox"/> NO
Heating Stage 1	<input type="checkbox"/> YES <input type="checkbox"/> NO
Heating Stage 2	<input type="checkbox"/> YES <input type="checkbox"/> NO
Humidifier/Dehumidifier	<input type="checkbox"/> YES <input type="checkbox"/> NO

**Before leaving:**

\_\_\_\_\_ Train staff on use of product  
\_\_\_\_\_ Leave removed items with manager  
\_\_\_\_\_ Leave Quick Reference Guide with manager  
\_\_\_\_\_ Recap project including product being returned to 75F  
\_\_\_\_\_ Take photo of completed checklist