

Success with 2009 IECC in Arkansas
Checklists for Builders

HVAC INSTALLATION





JOB READY: HVAC INSTALLATION

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✓	✗	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Attic framing allows full level of insulation to be installed under attic platforms.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. For walls separating conditioned and unconditioned space, framing allows for the required R-value, has a top plate, bottom plate and an exterior air barrier. RECOMMENDED: rigid air barrier.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. For walls that will not have an interior finish and are separating conditioned and unconditioned spaces, wall cavities are insulated and an interior air barrier is installed. RECOMMENDED: rigid air barrier.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. All dropped ceilings/soffits, shafts and chases are capped with a rigid air barrier and air sealed.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. All floor systems within the conditioned envelope have a band or blocking separating conditioned and unconditioned space.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Manual J Load calculations or an equivalent method are accurate and complete for the dwelling unit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Right sized equipment is selected based on the ACCA Manual S or other approved equipment selection method.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Ensure work site is clean and construction materials are properly stored before proceeding.

Builder Verification

✓	✗	
<input type="checkbox"/>	<input type="checkbox"/>	Stop work until details are corrected.
<input type="checkbox"/>	<input type="checkbox"/>	Proceed without corrections.

The sub-contractor who signs and completes this form is doing so to the best of his/her knowledge and should not be held legally responsible for work completed by other organizations. The intent of this form is to ensure job sites are ready before beginning work.

Signature _____ Date _____



JOB COMPLETE:

HVAC INSTALLATION

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✓	✗	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Seal all duct terminations to drywall and/or subfloor and all HVAC penetrations in the building envelope with foam, caulk or mastic. Use fire-rated sealants where applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Seal all HVAC components at all joints, seams and corners.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Mechanically fasten all metal ductwork with screws. Attach the inner liner of flexible ducts with nylon/plastic straps and tighten with a manufacturer-approved tool.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Insulate all ductwork to R-6. If exterior insulation, mechanically fasten duct insulation with straps and seal all joints and seams of vapor retarder.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Do not compress insulated flexible ducts more than the thickness of the insulation.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Support flexible duct (including spot ventilation) at least every 10 feet and do not bend greater than 90°.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Install outside air ventilation intakes at least 10 feet from any exhaust vent or stack.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Coordinate bath fan exhaust duct direction with electrical contractor.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Terminate exhaust ventilation duct work to the outside and install a screen over the termination.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. For heat pumps, install a heat strip outdoor temperature lockout that prevents supplemental heat operation and set it to the balance point.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Install R-3 insulation around HVAC piping.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Ensure work site is clean and construction materials are properly stored before proceeding.

Certification

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Name

Company

Signature