

# Subbase Hardware Accessory Kit For Use With Packaged Terminal Air Conditioner or Heat Pump

## Installation Instructions

### INTRODUCTION

These instructions cover the installation of the Subbase Hardware Accessory Kit. The kit consists of an electrical junction box, a hardwire routing access cover, a wiring access cover, and 6 attachment screws.

### PACKAGE CONTENTS

ITEM	QUANTITY
Electrical Junction Box with Factory-Installed Hardware	1
Hardwire Routing Access Cover	1
Wiring Access Cover	1
Attachment Screws (Black)	6

### GENERAL

The Subbase Hardware Accessory Kit can be field installed to convert a non-electrical subbase to an electrical hardwired subbase for packaged terminal air conditioner (PTAC) units. See Fig. 1. This kit can be used for both 208/230-v and 265-v applications at 15, 20 and 30 amps.

### INSTALLATION

#### ⚠ WARNING

Disconnect all power to unit to avoid possible electrical shock during installation.

Building power source wiring can enter subbase through any conduit knockout hole in bottom of subbase or through the knockouts in the electrical junction box walls.

All wiring must comply with local electrical codes and National Electrical Code (NEC).

NOTE: Subbase must be removed from wall sleeve prior to installation of hardwire kit.

**Step 1** — Disconnect all power to unit.

**Step 2** — Remove both rectangular knockouts from front of subbase. See Fig. 2.

**Step 3** — Attach the electrical junction box by sliding the flanges on the box into the offsets located inside the subbase. Fasten with 2 attachment screws provided. See Fig. 3.

**Step 4** — Remove the half circle conduit knockout from the hardwire routing access cover. See Fig. 4. This will provide additional space to route conduit out of subbase to unit.

**Step 5** — Route conduit out through the rectangular conduit notch located on top front of the subbase. See Fig. 4.

**Step 6** — Attach hardwire routing access cover with 2 black screws provided.

**Step 7** — Bring power into the subbase electrical junction box using one of the knockouts for conduit connections. See Fig. 3.

**Step 8** — Connect power to hardwire wires using field-supplied wire nuts. See Fig. 5 for wiring.

**Step 9** — Attach wiring access cover with 2 black screws provided.

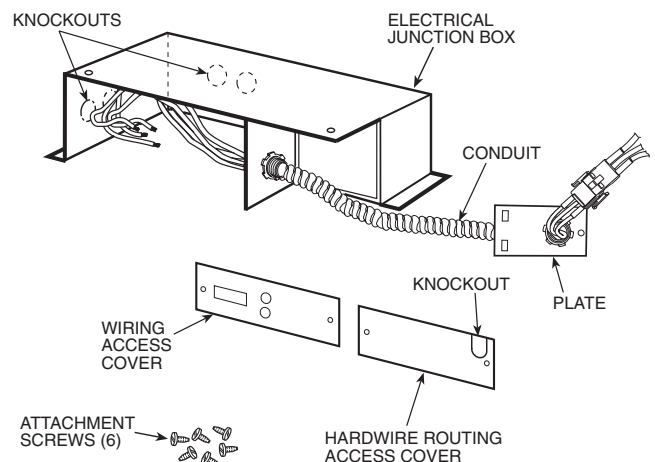


Fig. 1 — Subbase Hardware Accessory Kit

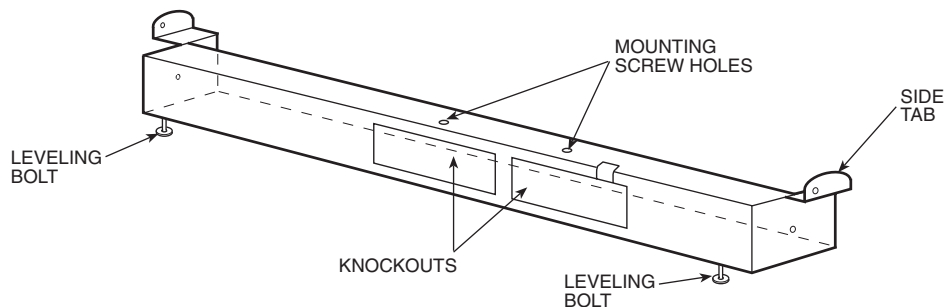
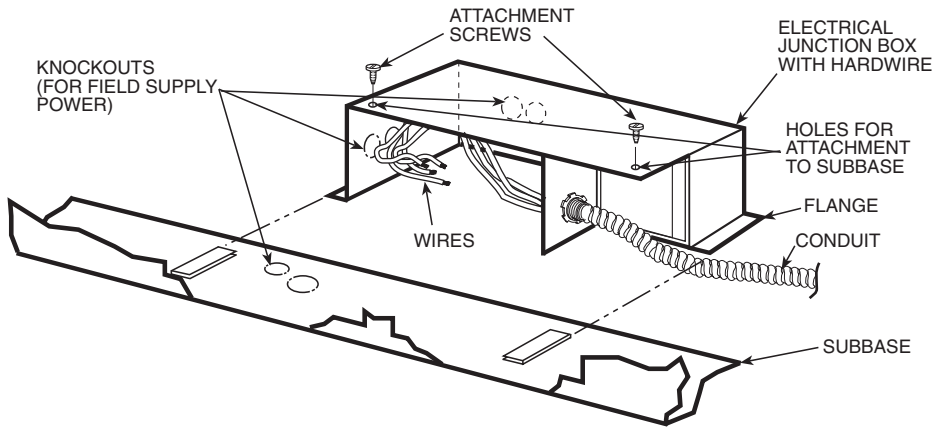
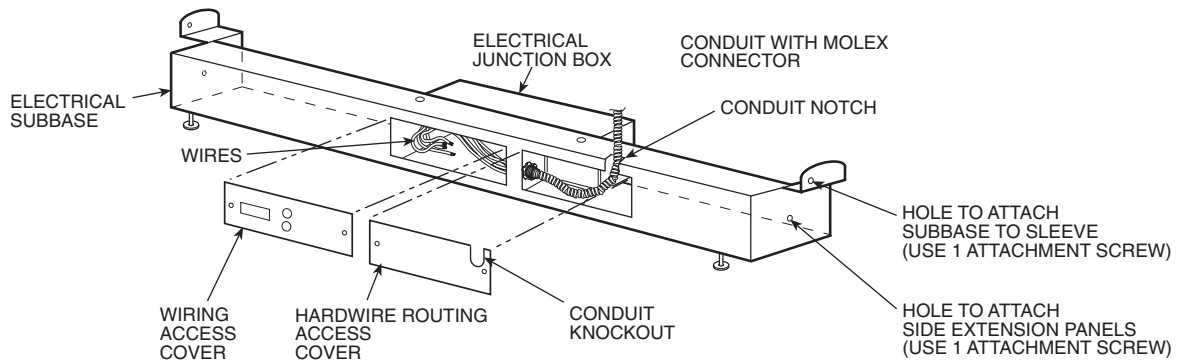


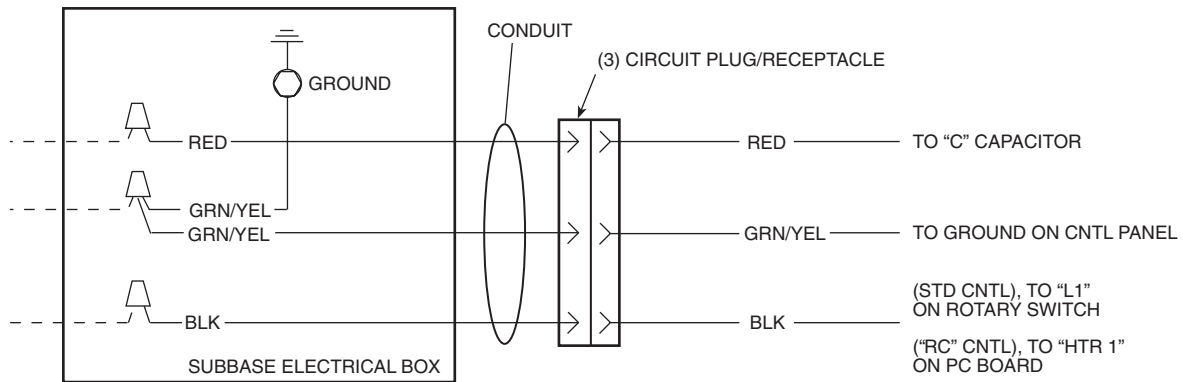
Fig. 2 — Knockout Location on Non-Electrical Subbase



**Fig. 3 — Installation of Electrical Junction Box to Subbase**



**Fig. 4 — Subbase Hardwire Assembly**



**Fig. 5 — Wiring Diagram**

**Step 10** — Attach subbase to wall sleeve. Subbase has side tabs for mounting the subbase to the sleeve. Be sure hole on side tab is lined up with predrilled locator hole on side of sleeve. Once holes are aligned, attach subbase to sleeve with one (1) black screw on each side. *Do not overtighten.* See Fig. 6.

**IMPORTANT:** Be sure PTAC unit is installed in wall sleeve before proceeding.

**Step 11** — Remove front panel from unit by grasping the panel firmly near the bottom of both sides, then pulling the panel forward and upward to release magnetic latches and partition hooks. See Fig. 7.

**Step 12** — Remove power cord access cover and save screw for later use. See Fig. 8.

**Step 13** — Open control box by removing 2 screws. Save screws. See Fig. 8.

**Step 14** — Write down location where plain, ribbed (capacitor) and ground power cord wires are attached. This is for later use when attaching wires from hardwire kit. See Fig. 9.

**Step 15** — Disconnect power cord from terminals. Pull cord out from the front and discard.

**Step 16** — Separate Molex connectors from hardwire kit and referring to Fig. 9, make the following wiring connections:

- Connect Black wire to where plain wire of power cord was originally connected
- Connect Red wire to where ribbed wire (capacitor) power cord was originally connected
- Connect Green wire where ground was originally connected.

**NOTE:** Leave approximately 3 in. of plug assembly outside the control box through the power cord access hole for easy access in the future. See Fig. 10.

**Step 17** — Close control box, using 2 screws removed earlier.

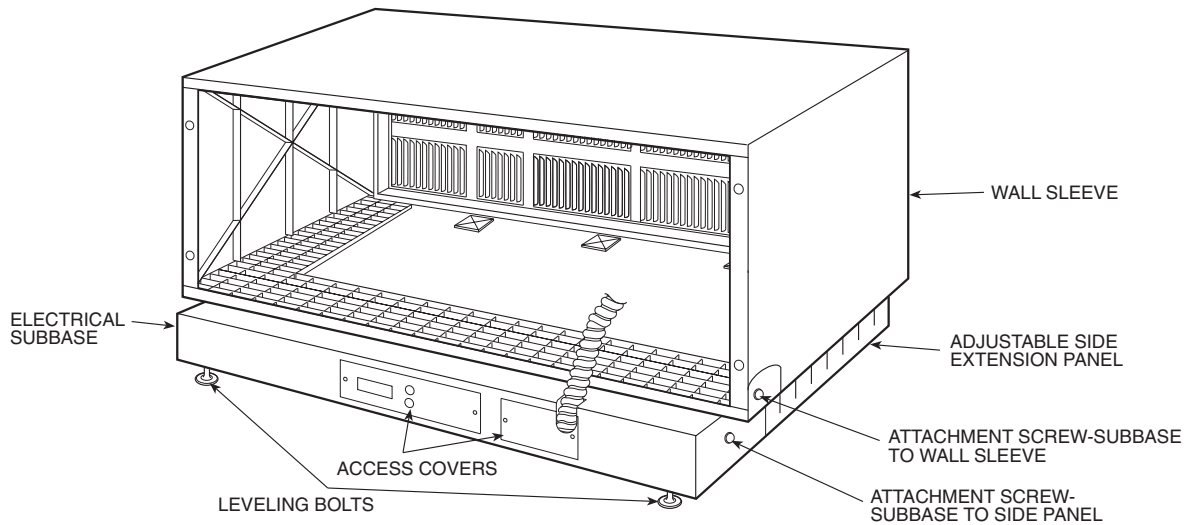
**Step 18** — Connect male and female Molex connectors. Push Molex connector and excess wiring back into control box through power cord access hole. See Fig. 10.

**Step 19** — Attach hardwire access panel with screw saved from Step 12. See Fig. 11.

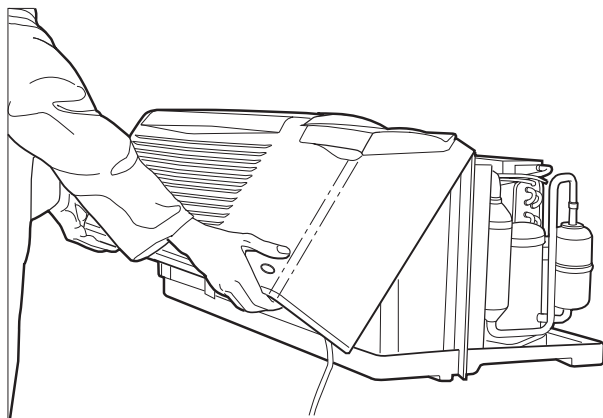
**Step 20** — Replace front panel.

**Step 21** — Level subbase flush with floor by adjusting leveling bolts beneath each end of subbase. See Fig. 6.

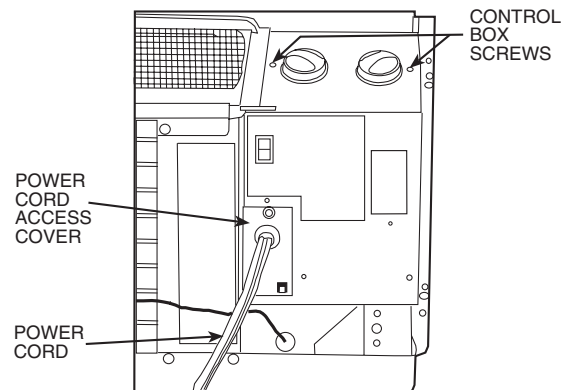
**Step 22** — Restore power to unit.



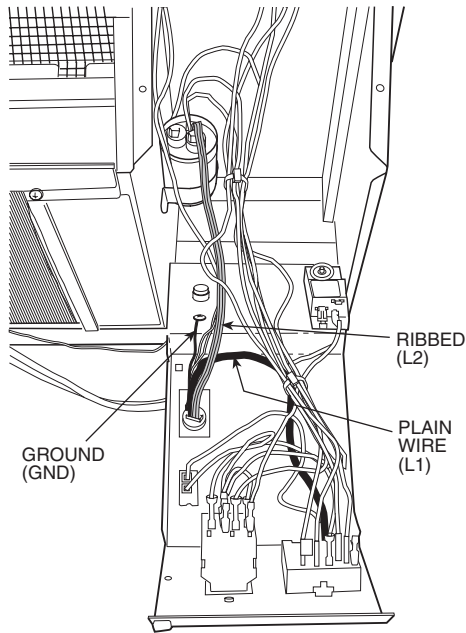
**Fig. 6 — Hardwired Subbase Assembly Attached to Wall Sleeve**



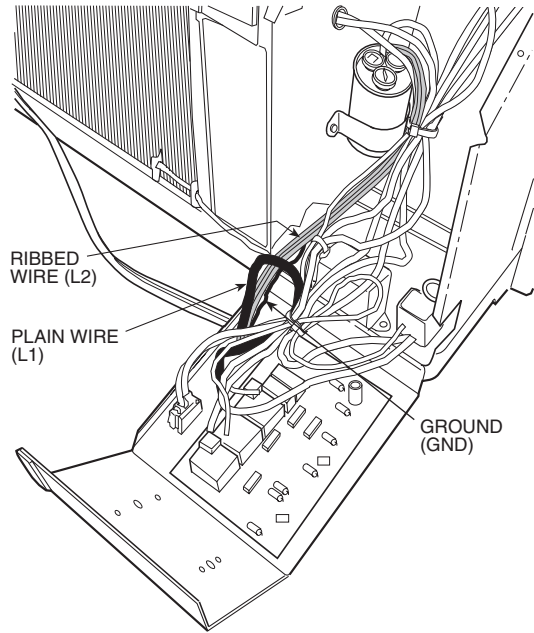
**Fig. 7 — Removing Front Panel**



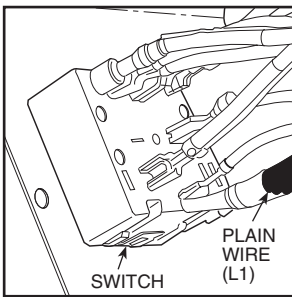
**Fig. 8 — Control Box Component Location**



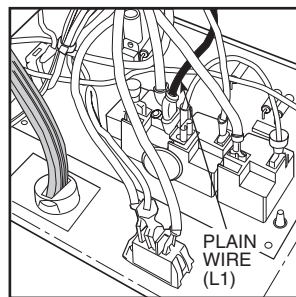
TYPICAL CONTROL BOX WITH UNIT-MOUNTED CONTROLS



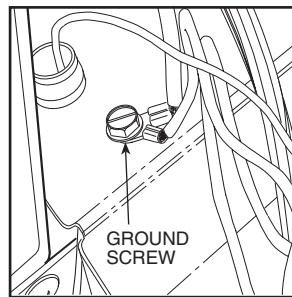
TYPICAL CONTROL BOX FOR WALL THERMOSTAT CONTROLLED UNITS



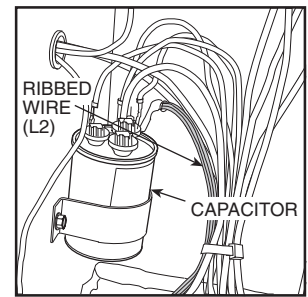
POWER CORD CONNECTION — PLAIN WIRE (PTAC Units With Unit-Mounted Controls)



POWER CORD CONNECTION — PLAIN WIRE (L1) (PTAC Units With Wall Thermostat Control)

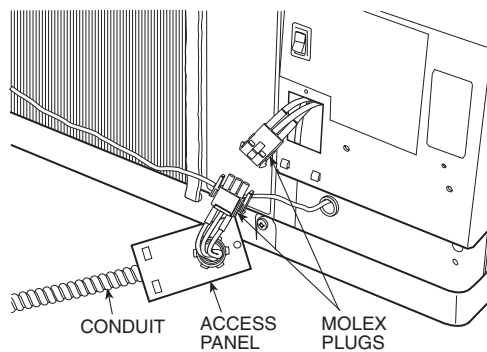


GROUND WIRE CONNECTION (All PTAC Units)

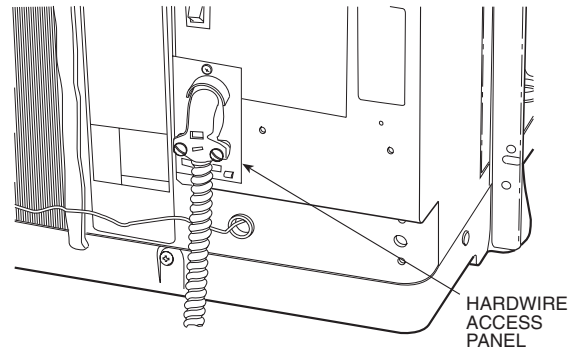


POWER CORD CONNECTION — RIBBED WIRE (L2) TO CAPACITOR (All PTAC Units)

**Fig. 9 — Location of Ground Wire, Plain Wire and Ribbed Wire of Power Cord Inside a Typical Open Control Box**



**Fig. 10 — Hardwire with Molar Connectors**



**Fig. 11 — Hardwire Access Cover Installed on Control Box**