

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR COOLED CHILLER

SITE AND BLDG #: NY023-206

MECHANIC SIGNATURE: *Deer Rowe*

DATE: *11/13/20*

LOCATION: *Mechanical Room & Caged Outside*

START TIME: *11Am*

FINISH TIME: *1pm*

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|-------|------------|--------------|--------------|--------------|----------|-------------------|----------------|
| NY023-206 | 10659 | 190917-197 | PMS190917197 | Carrier | Not Readable | | 1-pc Chiller | |
| | | | | | | | | |

| FILTER SIZE | QTY |
|--------------------|------------|
| <i>N/A</i> | <i>N/A</i> |
| BELT SIZE | QTY |
| <i>N/A</i> | <i>N/A</i> |

This Chiller feeds PTAC units for cooling so it does not have a specific filter and has no belts.

****** Make, Model and Serial number must be filled out and corrected if applicable. ******

Before and After Pictures Required

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|-----------------------------|--|---------------|----|---|
| | | YES | NO | |
| SPECIAL INSTRUCTIONS | | | | |
| 1 | In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to. | ✓ | | |
| 2 | Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. | ✓ | | |
| 3 | Comply with the latest provisions of the Clean Air Act and Environmental Protection Agency (EPA) regulations as they apply to protection of stratospheric ozone. | ✓ | | |
| 4 | No intentional venting of refrigerants is permitted. During the servicing, maintenance, and repair of refrigeration equipment, the refrigerant must be recovered. | ✓ | | |

| | | | | |
|----|---|-------------------------------------|---|--|
| 5 | Whenever refrigerant is added or removed from equipment, record the quantities on the appropriate forms. Forms tube maintained by technician in universal waste binder. | <input checked="" type="checkbox"/> | | |
| 6 | Recover, recycle, or reclaim the refrigerant as appropriate. | <input checked="" type="checkbox"/> | | |
| 7 | If disposal of the equipment item is required, follow regulations concerning removal of refrigerants and disposal of the item. | <input checked="" type="checkbox"/> | | |
| 8 | If materials containing refrigerants are discarded, comply with EPA regulations as applicable. | <input checked="" type="checkbox"/> | | |
| 9 | Refrigerant oils to be treated as hazardous waste. | <input checked="" type="checkbox"/> | | |
| 10 | Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and all labels on refrigerant containers. | <input checked="" type="checkbox"/> | | |
| 11 | Remove access covers prior to accomplishing check points. | <input checked="" type="checkbox"/> | | |
| 12 | Belt Size and QTY | <input checked="" type="checkbox"/> | A | |
| 13 | Filter Sized and QTY | <input checked="" type="checkbox"/> | A | |

TO BE PERFORMED AT EACH INSPECTION SERVICE

CONDENSER

| | | | | |
|---|--|-------------------------------------|--|--|
| 1 | Remove debris from air screen and clean underneath unit. | <input checked="" type="checkbox"/> | | |
| 2 | Pressure wash coil with proper cleaning solution. | <input checked="" type="checkbox"/> | | |
| 3 | Straighten fin tubes with fin comb. | <input checked="" type="checkbox"/> | | |

Completed Before Summer 2020

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|-------------|--|-------------------------------------|----|---|
| | | YES | NO | |
| 4 | Check electrical wiring and tighten loose connections. Check fused disconnect switches for condition and operation. | <input checked="" type="checkbox"/> | | |
| 5 | Check mounting for tightness. | <input checked="" type="checkbox"/> | | |
| 6 | Check for corrosion. Clean and treat with inhibitor as needed. | <input checked="" type="checkbox"/> | | |
| 7 | Check fan or blower for bent or damaged blades and imbalance. | <input checked="" type="checkbox"/> | | |
| 8 | Lubricate shaft and motor bearings on fans and remove old or excess lubricant, if applicable. | <input checked="" type="checkbox"/> | | |
| 9 | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multi-belt drives should be replaced with matched sets. | <input checked="" type="checkbox"/> | | |

EVAPORATOR

| | | | | |
|---|---|-------------------------------------|--|--|
| 1 | Inspect evaporator for any obvious deficiencies. | <input checked="" type="checkbox"/> | | |
| 2 | Inspect plumbing, valves and flanges for leaks and correct as needed. | <input checked="" type="checkbox"/> | | |

COMPRESSOR(S)

| | | | | |
|---|---|-------------------------------------|--|--|
| 1 | Lubricate drive coupling, if applicable. | <input checked="" type="checkbox"/> | | |
| 2 | Lubricate motor bearings (non-hermetic), if applicable. | <input checked="" type="checkbox"/> | | |
| 3 | Check bearings for vibrations or unusual noises. | <input checked="" type="checkbox"/> | | |
| 4 | Leak test unit with soap test or electronic device. | <input checked="" type="checkbox"/> | | |
| 5 | Check compressor oil level., if applicable. | <input checked="" type="checkbox"/> | | |

| | | | | |
|-----------------|--|-------------------------------------|-------------------------------------|---|
| 6 | Run machine; check action of controls, relays, switches, etc. to see that: a. Compressor(s) run at proper settings. b. Suction and discharge pressures are proper. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | M's cold outside and system is automatic controls |
| 7 | Check vibration eliminators. Replace as necessary. | <input checked="" type="checkbox"/> | | |
| 8 | Check safety controls for high pressure cut off. | <input checked="" type="checkbox"/> | | |
| CONTROLS | | | | |
| 1 | Confirm chiller is operating through building automation. | <input checked="" type="checkbox"/> | | |

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

