

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY023-330

**MECHANIC
SIGNATURE:** DEEN ROWE

DATE: 6/22/21

LOCATION/RM #: Mechanical Room

START TIME: 10AM

FINISH TIME: 4pm

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|-------|------------|--------------|--------------|--------------------|------------|-------------------|----------------|
| NY023-330 | 12880 | 190917-203 | PFQ190917203 | Carrier | 4druaa08a2a6-oaoad | 2815u14896 | 1-pc AHU | |
| NY023-330 | 12880 | 190917-204 | PFQ190917203 | Carrier | 4druaa08a2a6-oaoad | 2815u14903 | 1-pc AHU | |
| NY023-330 | 12880 | 190917-205 | PFQ190917203 | Carrier | 4druaa08a2a6-oaoad | 2815u14855 | 1-pc AHU | |
| NY023-330 | 12880 | 190917-206 | PFQ190917203 | Carrier | 4druaa08a2a6-oaoad | 2815u15459 | 1-pc AHU | |
| NY023-330 | 12880 | 190917-207 | PFQ190917203 | Carrier | 4druaa08a2a6-oaoad | 2815u14856 | 1-pc AHU | |
| NY023-330 | 12880 | 190917-208 | PFQ190917203 | Carrier | 4druaa08a2a6-oaoad | 2815u14854 | 1-pc AHU | |
| NY023-330 | 12880 | 190917-209 | PFQ190917203 | Carrier | 4druaa08a2a6-oaoad | 2815u14858 | 1-pc AHU | |

| | | | | | | | |
|-----------|-------|------------|--------------|---------|------------------------|------------|----------|
| NY023-330 | 12880 | 190917-210 | PFQ190917203 | Carrier | 4druaa08a2a6- oaoad | 2815u14902 | 1-pc AHU |
|-----------|-------|------------|--------------|---------|------------------------|------------|----------|

| BELT SIZE | QTY |
|-------------|---------------|
| A-39 | 1 (each unit) |
| FILTER SIZE | QTY |
| 16 x 24 x 2 | 4 (each unit) |

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 | Check/Lubricate blower and motor bearings | ✓ | ✓ | |
| 2 | Check operating voltage- indicate voltage in note section | ✓ | ✓ | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Check amperage- indicate voltage in note section | ✓ | ✓ | |
| 2 | Visually check control valve(s) | ✓ | ✓ | _____ |
| 3 | Check operation of control valve(s) | ✓ | ✓ | |
| 4 | Check condition of coils | ✓ | ✓ | |
| 5 | Visually inspect for coil leaks | ✓ | ✓ | |
| 6 | Visually inspect for piping leaks | ✓ | ✓ | |
| 7 | Check for deterioration of gaskets | ✓ | ✓ | |
| 8 | Record differential temperatures | ✓ | ✓ | |
| 9 | Record differential pressures | ✓ | ✓ | |
| 10 | Check starter/contactor | ✓ | ✓ | |
| 11 | Check and tighten electrical connections | ✓ | ✓ | |
| 12 | Clean condensate pan and clear drain line | ✓ | ✓ | |

| | | | | |
|----|-------------------------------------------------------------------------------|-------------------------------------|--------------------------|------|
| 13 | Check overall condition of unit- include year of model in note section | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2015 |
|----|-------------------------------------------------------------------------------|-------------------------------------|--------------------------|------|

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|-------------|---------------------------------------------------------------------------------|-------------------------------------|--------------------------|-------------------------------------------------------------------------|
| | | YES | NO | |
| 14 | Inspect and Change belt if needed- indicate size in note section | <input checked="" type="checkbox"/> | <input type="checkbox"/> | A-39 |
| 15 | Change filter- indicate size in note section | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 16 x 24 x 2 |
| 16 | Check integrity of cabinet hardware | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 17 | Inspect motor mounting isolators | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 18 | Check condition of pulley and belts | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 19 | Check pulley alignment | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 20 | Remove and dispose of any debris from any maintenance activity | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 21 | Document tasks performed during visit and report any observations to supervisor | <input checked="" type="checkbox"/> | <input 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:**

* CM- AC-unit #3 or Asset # 190917-205, solenoid valve is
making a noise.

