

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **AIR HANDLER**

SITE AND BLDG #: ~~NY058-02~~ NY058-02

MECHANIC SIGNATURE: Deen Rowe DATE: 12/20/22

LOCATION/RM #: IT Room and Office Space

START TIME: 8t FINISH TIME: 11Am

| Site Location | WO #  | Asset # | PM #         | Manufacturer | Model Number | Serial #    | Asset Description     | Asset Location |
|---------------|-------|---------|--------------|--------------|--------------|-------------|-----------------------|----------------|
| NY058-02      | 19808 | 10144   | PM-FQT-10144 |              | PFH027A-PL7  | 1031N201508 | J-04 1-pc Air Handler |                |
| NY058-02      | 19809 | 10145   | PM-FQT-10145 | Liebert      |              |             | J-04 1-pc Air Handler |                |
|               |       |         |              |              |              |             |                       |                |
|               |       |         |              |              |              |             |                       |                |

|                      |            |
|----------------------|------------|
| <b>BELT SIZE</b>     | <b>QTY</b> |
| Liebert Special belt | 1          |
| <b>FILTER SIZE</b>   | <b>QTY</b> |
| 20X20X4              | 1 / 2      |

\*\*\*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<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|----------------------|------------------------|---------------|----|---|
|                      |                        | YES           | NO |   |
| SPECIAL INSTRUCTIONS |                        |               |    |   |

|   |   |   |  |  |
|---|---|---|--|--|
| 1   | Check/Lubricate blower and motor bearings                                     | ✓ |  |  |
| 2   | Check operating voltage- <b>indicate voltage in note section</b>              | ✓ |  |  |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |   |   |  |  |
| 1   | Check amperage- <b>indicate voltage in note section</b>                       | ✓ |  |  |
| 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/contactors  | ✓ |  |  |
| 11  | Check and tighten electrical connections                                      | ✓ |  |  |
| 12  | Clean condensate pan and clear drain line                                     | ✓ |  |  |
| 13  | Check overall condition of unit- <b>include year of model in note section</b> | ✓ |  |  |

| CHECK POINT | CHECKPOINT DESCRIPTION  | TASK COMPLETE |    | NOTES/ ACTIONS<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|-------------|---|---------------|----|---|
|             |   | YES           | NO |   |
| 14          | <b>Inspect and Change belt if needed- indicate size in note section</b> | ✓             |    |   |
| 15          | <b>Change filter- indicate size in note section</b>                     | ✓             |    |   |
| 16          | Check integrity of cabinet hardware                                     | ✓             |    |   |

|    |   |                                     |  |  |
|----|---|-------------------------------------|--|--|
| 17 | Inspect motor mounting isolators  | <input checked="" type="checkbox"/> |  |  |
| 18 | Check condition of pulley and belts   | <input checked="" type="checkbox"/> |  |  |
| 19 | Check pulley alignment  | <input checked="" type="checkbox"/> |  |  |
| 20 | Remove and dispose of any debris from any maintenance activity                  | <input checked="" type="checkbox"/> |  |  |
| 21 | Document tasks performed during visit and report any observations to supervisor | <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:**