

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY058-104

MECHANIC SIGNATURE: *Mike Wolf*

DATE: 9/25/19

LOCATION/RM #:

START TIME: 12 pm

FINISH TIME: 1 pm

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|------|---------|------|---------------|--------------|----------|-----------------------|----------------|
| NY058-104 | 5320 | 10229 | | <i>mcQuay</i> | | | J-04 1-pc Air Handler | |
| NY058-104 | 5321 | 10230 | | | | | J-04 1-pc Air Handler | |

| 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 | <i>✓</i> | | |
| 2 | Check operating voltage- indicate voltage in note section | | <i>✓</i> | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Check amperage- indicate voltage in note section | | <i>✓</i> | |
| 2 | Visually check control valve(s) | <i>✓</i> | | _____ |
| 3 | Check operation of control valve(s) | <i>✓</i> | | |
| 4 | Check condition of coils | <i>✓</i> | | |
| 5 | Visually inspect for coil leaks | <i>✓</i> | | |
| 6 | Visually inspect for piping leaks | <i>✓</i> | | |
| 7 | Check for deterioration of gaskets | <i>✓</i> | | |
| 8 | Record differential temperatures | <i>✓</i> | | |

| | | | | |
|----|---|---|--|--|
| 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 | ✓ | | |

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|-------------|---|---------------|----|---|
| | | YES | NO | |
| 14 | Change belt if needed- indicate size in note section | | ✓ | |
| 15 | Change/Check filter- indicate size in note section | ✓ | | M15 20x24x4 20x24x4 |
| 16 | Check integrity of cabinet hardware | ✓ | | |
| 17 | Inspect motor mounting isolators | ✓ | | |
| 18 | Check condition of pulley and belts | ✓ | | |
| 19 | Check pulley alignment | ✓ | | |
| 20 | Remove and dispose of any debris from any maintenance activity | ✓ | | |
| 21 | Document tasks performed during visit and report any observations to supervisor | ✓ | | |

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct materials). Any repair found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photo and description performed by: HVAC Technician **Additional Notes:**



