

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

EVAPORATIVE COOLING SYSTEM

SITE AND BLDG #: NY058-104

MECHANIC
SIGNATURE:

Deen Rowe

DATE:

11/19/20

LOCATION/RM #:

Boiler Room and Mechanical Room 2nd floor

START TIME:

8am

FINISH TIME:

10am

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|-------|---------|-------------|--------------|------------------|----------|--------------------------------------|----------------|
| NY058-104 | 10454 | 10255 | PM-QT-10255 | Taco | FL1509E2EAJ1L OV | EC618759 | J-12 1-pc Glycol Heating Supply Pump | |
| NY058-104 | 10455 | 10256 | PM-QT-10256 | Taco | FL1509E2EAJ1L OV | EO618759 | J-12 1-pc Glycol Heating Supply Pump | |
| NY058-104 | 10457 | 10259 | PM-QT-10259 | | | | J-12 1-pc Pressure Tank | |
| NY058-104 | 10458 | 10260 | PM-QT-10260 | | GF-1A1A1B | qa-578 | J-12 1-pc Glycol feed tank | |

| 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. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 2 | Schedule outage with operating personnel. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 3 | De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times. Open, lock, and tag out electric circuits serving motors for the air handler, evaporative cooling fan (if equipped) and circulating pump. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Examine structural elements including doors, chamber, piping, plates, supports, pans, sumps, and framing. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 2 | Clean pump suction screens. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 3 | Check pad distribution piping and clean as necessary. Replace as required. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

| | | | | |
|---|--|---|--|--|
| 4 | Check piping for blockage or buildup. Clean or replace as required. | ✓ | | |
| 5 | Check operation of float valve, mixing or automatic control valves and thermometers. | ✓ | | |
| 6 | Pumps and motors less than 1 HP will be serviced as part of this PM. Pumps and motors 1 HP and larger will be serviced using PM standard cards for the respective equipment. a. Clean and lubricate pump. Check and replace packing if applicable. b. Blow out or vacuum motor windings and lubricate if required. | ✓ | | |
| 7 | Remove tags and lockout from circuits for circulating pump only. | ✓ | | |
| 8 | Check with operating personnel before restoring circuits to the air handlers, to be certain personnel are not working on the unit. | ✓ | | |

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|-------------|---|---------------|----|---|
| | | YES | NO | |
| 9 | As applicable, pans and sumps should remain dry during winter operation. Tags should be removed from supply valves at the completion of this work, but the valves should be opened by operating personnel only when the unit is to be filled and placed in service. | ✓ | | |

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) Glycol feed tank for Cold water needs to be replaced ASAP.



