

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY058-104

LOCATION/RM #: Mechanical Room 1st and 2nd floor

MECHANIC
SIGNATURE: DEEN ROWE

DATE: 6/21/21

START TIME: 2pm

FINISH TIME: 5pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	12966	10227	PM-FQT-10227	McQuay	CAH0147BDA0	FBOU100500474	J-04 1-pc Air Handler, with Chilled Water	
NY058-104	12967	10229	PM-FQT-10229	ANNEX AIR	ERP-1-05-FP-H-C	1538-01-0510	J-04 1-pc Air Handler	
NY058-104	12968	10230	PM-FQT-10230	McQuay	CAH0170	4100500474	J-04 1-pc Air Handler	
NY058-104	12969	10242	PM-FQT-10242	McQuay	AGZ1000HHN N-ER10	STNU100800095	J-04 1-pc Air Handler, with Chilled Water	

BELT SIZE

QTY

Multiple Sizes

FILTER SIZE

QTY

multiple sizes

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	✓	/	

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"/>		
15	Change filter- indicate size in note section	<input checked="" type="checkbox"/>		
16	Check integrity of cabinet hardware	<input checked="" type="checkbox"/>		
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:**



- * CM- Asset # 10229 VFI (Asset # 10232) is showing error code 4006.
- * CM- Asset # 10242 (AHU #3) has no power going to the unit.
- * Asset # 10230 needs 6 new final stage filters (Merv 15)

$$(20 \times 24 \times 2) = \text{Size}$$