

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

**SITE AND BLDG #:** NY058-104

**MECHANIC  
SIGNATURE:**

*Deen Rowe*

**DATE:** 9/16/21

**LOCATION/RM #:** Mechanical Rooms

**START TIME:** 12pm

**FINISH TIME:** 4pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	14545	10227	PM-FQT-10227	McQuay	CAH0147BDAO	FBOU100500474	J-04 1-pc Air Handler, with Chilled Water	
NY058-104	14546	10229	PM-FQT-10229	ANNEX AIR	ERP-1-05-FP-H-C	1538-01-0510	J-04 1-pc Air Handler	
NY058-104	14547	10230	PM-FQT-10230	McQuay	CAH0170	4100500474	J-04 1-pc Air Handler	
NY058-104	14548	10242	PM-FQT-10242	McQuay	AGZ1000HHNN-ER10	STNU100800095	J-04 1-pc Air Handler, with Chilled Water	
NY058-104	14680	10227	PM-SA-10227	McQuay	CAH0147BDAO	FBOU100500474	J-04 1-pc Air Handler, with Chilled Water	
NY058-104	14682	10229	PM-SA-10229	ANNEX AIR	ERP-1-05-FP-H-C	1538-01-0510	J-04 1-pc Air Handler	
NY058-104	14683	10230	PM-SA-10230	McQuay	CAH0170	4100500474	J-04 1-pc Air Handler	

Z2	NY058 -104	14695	10242	PM-SA-10242	McQuay	AGZ1000HHNN- ER10	STNU100800095	
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<b>BELT SIZE</b>	<b>QTY</b>
multiple sizes	1 each
<b>FILTER SIZE</b>	<b>QTY</b>
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/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>	<input checked="" type="checkbox"/>		
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CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	<b>Inspect and Change belt if needed- indicate size in note section</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
15	<b>Change filter- indicate size in note section</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
16	Check integrity of cabinet hardware	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
17	Inspect motor mounting isolators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
18	Check condition of pulley and belts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
19	Check pulley alignment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
20	Remove and dispose of any debris from any maintenance activity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
21	Document tasks performed during visit and report any observations to supervisor	<input checked="" type="checkbox"/>	<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:**

\* Asset # 10229 Freeze-stat still opening randomly.

\* Asset # 10242 still has no power

- Need to order filters ASAP. (16x20x2, 20x24x2)



Per Deen filters changed he need to restock for next go around