

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY058-104

MECHANIC
SIGNATURE: DEEN ROWE

DATE: 9/25/20

LOCATION/RM #: Above Cages / Mechanical Area

START TIME: 10am

FINISH TIME: 11am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	9919	10242	PM-FQT-10242	McQuay	AGZ1000HHNN-ER10	STNU100800095	J-04 1-pc Air Handler, with Chilled Water	

BELT SIZE

QTY

A-36

4

FILTER SIZE

QTY

16 x 16 x 2 (Morris)

4

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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Check operating voltage-indicate voltage in note section	<input checked="" type="checkbox"/>	<input type="checkbox"/>	208/237V/13
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check amperage-indicate voltage in note section	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Visually check control valve(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
3	Check operation of control valve(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Check condition of coils	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Visually inspect for coil leaks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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- 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	✓		Did not change
15	Change filter- indicate size in note section	✓		
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 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:**

* System Is not Being Used

* Bob Bennett informed me the system has not been running because it is not being used.

