

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

## CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: VA050-01

MECHANIC  
SIGNATURE: 

DATE: 12/5/18

LOCATION/RM #: Mech Room

START TIME: 9am

FINISH TIME: 11:00am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA050-01	6796	1669	PM-QT-1669	B3G	1531	187001	J-1502000-12 2-pc Hot Water Pump 47GPM, 40ft	
VA050-01	6796	1670	PM-QT-1669	B3G	1531	187006	J-1502000-12 2-pc Chill Water Pump 128GPM, 46ft	
VA050-01	6796	1671	PM-QT-1669	B3G	1531	187001	J-1502000-12 2-pc Hot Water Pump 47GPM, 40ft	

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.			
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
3	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.			NO LEAKS
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication at least annually.			

2	Inspect couplings and check for any pump seal leaks.			
3	Check motor mounts and vibration pads			
4	Tighten all pump flanges.			
5	Visually check pump alignment and coupling			
6	Inspect electrical connections			

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: General Maintenance Worker **Additional Notes:**

HW Pump#2 was evaluated on  
Repairs on day of PM's by Moon's Mechanical.  
Pump bearings are noisy.



← HW#2