

SYSTEM RECOMMENDED PREVENTATIVE MAINTENANCE

No.	Equipment	Task Description for Chillers	Frequency*
1	Chiller	Check wye strainer for particulates and/or debris. Clean as needed to ensure proper operation.	Q1, SA, Q3, A
2	Chiller	Verify chiller flow rate to achieve optimal energy efficiency. Advise on adjustments or repairs to restore proper flow ensuring proper operation.	Q1, SA, Q3, A
3	Chiller	Perform chemical testing of system water. Advise on treatment to ensure proper water chemistry and freeze protection.	Q1, SA, Q3, A
4	Chiller	Check for evidence of improper operation. Advise on replacement components as needed to ensure proper operation.	Q1, SA, Q3, A
5	Chiller	Visually inspect fan blades and shroud for any signs of damage or excessive wear. Advise on adjustments or repairs to ensure proper operation.	Q1, SA, Q3, A
6	Chiller	Visually inspect condenser coil for buildup of particulates and/or debris. Clean coil as needed to restore optimal energy efficiency. Advise on repairs to ensure proper operation.	SA, A
7	Chiller	Check system temperatures. If outside of recommended operating levels, find cause. Advise on necessary adjustments and/or repairs to ensure proper operation and optimal energy efficiency.	SA, A
8	Chiller	Check control box for dirt, debris, loose connections, and signs of damage. Clean, tighten as needed, advise on repairs to ensure proper operation.	A

No.	Equipment	Task Description for Fan-coil Units	Frequency*
9	FCU	Check condensate lines are draining and free of blockage and/or debris. Treat drains and remove any foreign debris.	Q1, SA, Q3, A
10	FCU	Verify condensate line meets minimum insulation requirements. Verify insulation is free of excessive moisture buildup. Advise on adjustments and/or repairs.	Q1, SA, Q3, A
11	FCU	Check batteries in temperature controller. Replace batteries as needed to ensure proper operation.	Q1, SA, Q3, A
12	FCU	Verify fan-coil unit flow rate meets manufacturer specifications. Advise on adjustments or repairs to restore flow and ensure proper operation and optimal energy efficiency.	Q1, SA, Q3, A
13	FCU	Check fan blade housing for signs of damage or excessive wear. Advise on repairs to ensure proper operation.	Q1, SA, Q3, A
14	FCU	Visually inspect coil for evidence of damage. Advise on repairs to restore proper operation.	SA, A
15	FCU	Check coil has appropriate airflow. Clean as needed. Advise on repairs to ensure proper airflow for optimal energy efficiency.	SA, A
16	FCU	Check system temperatures. If outside of recommended set points, find cause, advise on adjustments or repairs to achieve and/or maintain optimal energy efficiency.	A

No.	Equipment	Task Description for Surna Dehumidifiers	Frequency*
17	DHU	Clean dirty filters and check for particulate accumulation. Advise on replacements to ensure proper operation and optimal energy efficiency.	Q1, SA, Q3, A
18	DHU	Check and treat P-traps. Advise on adjustments or repairs as needed to ensure proper operation.	Q1, SA, Q3, A
19	DHU	Check compressor for proper functionality. Advise on adjustments or repairs to ensure proper operation.	Q1, SA, Q3, A
20	DHU	Check for unit degradation. Advise on repairs to restore proper operation.	SA, A
21	DHU	Visually inspect drain pans for accumulation of biological growth. Clean as needed, advise on biosecurity.	SA, A

No.	Equipment	Task Description for System Pumps	Frequency*
22	Pump	Visually inspect pumps and associated electrical components. Advise on adjustments or repair to ensure proper operation.	Q1, SA, Q3, A
23	Pump	Check for pump cavitation. Advise on adjustments or repair to ensure proper operation.	Q1, SA, Q3, A
24	Pump	Check pump drive for wear or problems due to poor alignment or poor bearing seating. Advise on repair or replacements as needed.	A
25	Pump	Check pump and seals for fluid leaks. Advise on repairs as needed.	A
26	Pump	Assess field serviceable bearings. Lubricate if necessary.	A
27	Pump	Check insulation, vibrations isolators, and flexible connectors for integrity. Advise on repairs as needed.	A

Legend*

Q1	First Quarter
SA	Semi-Annually
Q3	Third Quarter
A	Annually