

Maintenance check list

Air Conditioning: *Air Cooled-15 Point Check*

- Install Gauges and Check operating pressures
- Check Voltage and Amperage to all motors with meter
- Check evaporator coil and clean if necessary
- Check for adequate refrigerant charge and possible leak
- Check evaporator superheat
- Lubricate all moving parts
- Check belt and adjust tension or replace
- Check filters
- Check pressure switch cut-out settings
- Check electrical lock out circuits
- Check contact points on starting contactor
- Check all wiring and connections
- Clean and adjust thermostat
- Check condenser coil and clean if necessary
- Check that condensate drain is open

Water Cooled

- Fill tower in Spring
- Treat tower with algae preventive
- Lubricate Pump
- Drain tower in Fall

Refrigeration Units

- Clean Condensers
- Check evaporators
- Check refrigerant levels

Electronic Filter

- Clean cell with solvent
- Check operation and output
- Check electrical connections
- Check controls

Heating: *as Furnaces-10 Point Check*

- Check and prove all safety controls
- Check burners for proper firing
- Check and adjust pilot assembly
- Check as input for efficiency
- Lubricate all moving parts
- Check belt and adjust tension or replace
- Check air adjustment for burner efficiency
- Check for flame impingement on heat exchanger
- Check venting-prove heat exchanger is open
- Check crankcase heaters-make sure they function when cooling operates on mild days

Boilers

- Check heating coils
- Check and clean as required: traps, strainers, valves, etc.
- Check, clean and adjust boiler safety and operating controls
- Check boiler water level
- Check condensate return pump

- Check automatic valves
- Lubricate pumps
- Inspect burner operation
- Check fuel pressure level

Electronic Furnaces

- Check electrical connections
- Test to see all elements working
- Check safety controls
- Check operating controls