

# Wyandotte Public Schools

## Garfield Elementary Schools August 2019 Preventative Maintenance Program

<u>ID #</u>	<u>Skill</u>	<u>Location</u>	<u>Equipment</u>	<u>Description</u>	<u>Date and Completed</u> <u>By</u>
1	Engineer	Building Wide	Fire Extinguishers	Check extinguishers for proper charge. Check inspection tag and see that unit is in good physical condition. Replace as necessary.	_____
5	Engineer	1st Floor	Water Fountain	2 each, clean coils, check drain for obstruction.	_____
6	Engineer	2nd Floor	Water Fountain	2 each, clean coils, check drain for obstruction.	_____
11	Engineer	Basement	Hot Water Heater	Verify temperature 105 degrees, clean burner and pilot orifice, check flue connection for leaks.	_____
13	Engineer	Basement	Air Compressor	Drain tank weekly, adjust tension and align belts, clean filter, change oil 30 wnd test safety, lube motor 1 shot 32 grease, 2 drops 20 wnd oil.	_____
15	Engineer	Basement	Air Handler	Hot deck, entire building, lube fan motor bearings and shaft bearings, 2 shots #2 grease, clean motor and shaft bearing housings, clean filter.	_____
17	Engineer	1st Floor	Fire Alarm	Manual test, check system for proper operation, report problems to supervisor.	_____
18	Engineer	2nd Floor	Building Hardware	Lubricate all window and door hardware with silicone spray.	_____
19	Engineer	1st Floor	Building Hardware	Lubricate all window and door hardware with silicone spray.	_____

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20	Engineer	Administrative Office	Air Conditioner Air Handler	Clean filter, check for proper operation, check drain hole for obstruction.	_____
21	Engineer	Computer Room	Air Conditioner Air Handler	Clean filter, check for proper operation, check drain hole for obstruction.	_____
	Engineer			Check all eyewash stations for proper dates.	_____