Tasking List for Service Contract

Semi-Annual Service (Winter Start up) October

Refrigeration

Description of Task

	Rack Systems	**Low Temp**		**Med. Temp**				
		Comp: A-1	Comp: A-2	Comp-1	Comp-2	Comp-3	Comp-4	Comp-5
	Cleaning							
1	Clean Condensers - (from top)							
2	Clean Compressors							
3	Clean and sweep motor room							
4	Clean and prime and paint any rust areas							
5	Clean all Head Fans							
	Electrical							
1	Tighten all electrical connections							
2	Check all contactors for pitting, replace as necessary							
3	Check service disconnect - report any issues found							
4	Check Phase loss Monitor (dry run)							
	Alarm							
1	Test refrigeration alarm (remote and off site monitoring)							
	Refrigeration system							
1	Leak Check system (L detector) - **record location and method of correction for each leak.**							
2	Check for leaks visually (refrigerant and oil) - **record location and method of correction.**							
3	Check oil failure control (dry run)							
4	~~Perform Acid Test (results sent to TFM maintenance Dept.)~~							
5	Check all piping clamps and cap tubes for vibration wear.							
6	Check moisture indicator sight glass - **record issues and corrective actions.**							
7	Check Head Cooling Fans							
8	Change Oil filter							
9	Change Suction Filter If > 2 psi drop							
10	Change Liquid line filter dryer >2 psi drop							
11	Record Voltage to the rack/condenser							
12	Operate split condenser - **record any issues and corrective actions taken.**							
13	Operate heat reclaim - **air and water**							
	Controls							
1	Check CPC for any active alarms/faulty sensor reading							
2	Check all boards for proper operation/communication							
3	Tighten all board connections							
	Record							
1	Record/adjust oil levels (compressor)							
2	Record receiver level							
3	Record Compressor amp draw (fully loaded)							
4	Record Compressor efficiency (5 min should hold vacuum)							

5	Record Compressor Superheat							
6	Record low pressure cut out							
7	Record high pressure cut out							
8	Record compressor motor amp draw							
9	Record oil reservoir level							
10	Record condenser motor amp draw							
11	Record condenser sub cooling (delta drop leg T and SCT)							
12	Record receiver pressure regulator setting (10psi lower A8 HB valve)							
13	Record condenser hold back setting (120PSI)							
14	Record Pressure drop on Suction filters							
15	Record Pressure drop on Liquid line filters							
16	Record Discharge Temperature at Compressors							
17	Record/adjust Heat R Discharge Pressure regulator setting (bypass>10PSI pressure drop)							
	Calibrate, record any offsets							
1	Suction Transducer							
2	Discharge transducer,							
3	Discharge air sensors (cases)							
4	Receiver liquid level transducer							
5	Suction Temperature Sensor							
6	Outdoor air sensor, lighting level sensor							

	Cases/Walk-in Boxes	Meat Cooler	Seafood Cooler	Seafood Freezer	Produce Cooler	I/C Freezer	Bakery Freezer	
1	Check temperature Sensors - **List any offsets**							
2	Check thermometers							
3	Check air flow - **record and correct issues**							
4	Check defrost operation							
5	Check all evaporator defrost and drain pan heaters							
6	Check all Freezer Door curtains, Closers, Gaskets and Frame Heaters - notify TFM of Replacements needed.							
7	Clean Walk-in Evaporator Coils and Drain pans/lines							

	Glycol System Pump Station	Supply	Return
1	Check supply and return pressure and record		
2	Record glycol level in reservoir		
3	Adjust and record return pressure to 15-20PSI		

	Self-Contained Equipment	Bakery Cases	Olive Case	Candy Case	Shrimp Case	Deli End Cap	Deli quick chiller
1	Clean Condenser Coil						
2	Tighten Electrical Connections						
3	Test Start Components						
4	Record Amp Draw						
5	Check defrost/temperature settings						
6	Check condensate pans operation include heaters						

	Self-Contained Equipment	Sushi Case	Refrig Prep Table-1	Refrig Prep Table-2	Refrig Prep Table-3	Ice Machine	I/C Storage Freezer
1	Clean Condenser Coil						
2	Tighten Electrical Connections						
3	Test Start Components						
4	Record Amp Draw						
5	Check defrost/temperature settings						
6	Check condensate pans operation include heaters						

	Ice Machine	Ice Machine-1	Ice Machine-2
1	Clean Ice Machine Condenser Coil (if applicable)		
2	Clean Bin Control Sensors		
3	Clean Water Reservoir, Distribution, Float, etc.		
4	Complete Bearing Maintenance		
5	Complete Auger Maintenance		

	Water Filter	Ice Machine	- Ice Machine	Prod. Misting system	Meat Mist	Bakery oven/proofer	Coffee station

Tasking List for Service Contract

Semi-Annual Service (Winter Start up) October

	HVAC	Equipment										
	Description of Task	RTU-1	RTU-2	RTU-3	RTU-4	RTU-5	RTU-6	RTU-7	RTU-8	UH-1	UH-2	UH-3
	Cleaning											
1	Change and date Air Filters in all HVAC Equipment											
2	Clean All Condenser Coils from backside											
3	Clean All Evaporator Coils											
4	Clean Evaporator Pans											
5	Blow out Condensate Traps (winter)plug condensate line											
	Lubrication											
1	Lube evaporator fan motor											
2	Lube all linkages and dampers											
3	Lube Desiccant wheel bearings											
	Unit Exterior											
1	Clean and prime and paint any rust areas											
2	Check all panels, secure as necessary											
3	Comb damaged condenser fins											
4	Check for any damaged gaskets, replace as necessary											
	Electrical											
1	Check all contactors for pitting, replace as necessary											
2	Tighten all electrical connections											
3	Check service disconnect											
	Blower											
1	Check blower wheel											
2	Check Blower wheel pulleys											
3	Check V-belts - replace where necessary											
4	Check Belt tensioner											
	Outside air dampers											
1	Check that dampers have not moved from balancing marks											
	Refrigeration											
1	Check for leaks (refrigerant and oil)											
2	Check oil failure control (dry run)											
~~3~~	~~Perform Acid Test (after compressor failure or system opening)~~											
4	Check all piping clamps and cap tubes for vibration wear											
5	Verify Refrigerant charge											
6	Check moisture indicator sight glass - record issues and correct as necessary											
	Heat											
1	Operate Gas heat											
2	Check all safeties											
3	Check Heat exchanger for leaks											
4	Perform combustion analysis											
5	Operate heat reclaim and record temperature rise											
	Record											

1	Record oil levels											
2	Record receiver level											
3	Record Compressor amp draw (fully loaded)											
4	Record Compressor efficiency (5 min)											
5	Record Compressor Superheat											
6	Record amp draw on crankcase heater											
7	Record low pressure cut out											
8	Record high pressure cut out											
9	Record compressor oil level											
10	Record oil reservoir level											
11	Record blower motor amp draw											
12	Record condenser motor amp draw											
13	Record temperature rise on regeneration section of desiccant system											
14	Record gas psi											
15	Record results of combustion analysis											
16	Record evaporator superheat											
17	Record condenser subcooling											
	Calibrate, record any offsets											
1	Suction Transducer											
2	Discharge transducer											
3	Supply air sensor											
4	Return air sensor											
5	RH Sensor											
6	Suction Temperature Sensor											
7	Outdoor air sensor											
	Controls											
1	Check all boards for proper operation											
2	Tighten all board connections											
3	Check CPC for any active alarms											

	Supply, Exhaust, and Transfer Fans	Ex-1	Ex-2	Ex-3	Ex-4	SF-1	SF-2	TF-1	TF-2
1	Lubricate Bearings motor and blower								
2	Check V-belts - replace where necessary								
3	Check belt tensioners								
4	Tighten all electrical connections								
5	Check starter contacts for pitting; replace as necessary								
6	Record amp draw								
7	Lubricate dampers								