

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:54:55

LASD FLEET MANAGEMENT

PAGE 1

## PM INSTRUCTIONS

PM Group: 1 MISC. VEHICLES

PM Level: A MISCELLANEOUS UNITS

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### INSTRUCTIONS

Change Oil

Check All Fluid Levels

Safety Inspect

Labor Standard = 00:00

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LASD FLEET MANAGEMENT

PAGE 1

## PM INSTRUCTIONS

PM Group: AA NON-EMERGENCY VEHICLES

PM Level: A 5,000 Miles or 6 Months

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires, Ensure Vehicle Is Safe
- Test Drive Vehicle And Evaluate
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren (If Equipped)
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Note Condition Of Paint And Body In Comment Section Of Repair Order

#### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve (Replace If Needed)
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per Manufacturer's Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lubricate All Fittings, Hinges, And Cables
- Remove All Wheels, Check Air Pressure; Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf \_\_\_\_\_ Rf \_\_\_\_\_ Lr \_\_\_\_\_ Rr \_\_\_\_\_ Spare Tire \_\_\_\_\_

Psi Reading Lf \_\_\_\_\_ Rf \_\_\_\_\_ Lr \_\_\_\_\_ Rr \_\_\_\_\_ Spare Tire \_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Steering, Suspension, Brake And Tire Inspection And Lube Service (Continued)

- Inspect Brake Lining And Associated Brake Components Condition. Record % Remaining On

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: AA NON-EMERGENCY VEHICLES

PM Level: A 5,000 Miles or 6 Months

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### INSTRUCTIONS (cont.)

Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.

- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level. Inspect Power Booster (If Equipped)
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Re-pack Wheel Bearings, And Replace Wheel Bearing Seals, At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)
- ( ) Rotate Tires, Including Spare

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

All Crown Victoria Vehicles.

- 
- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets, And Lower Control Arm Brackets For Cracks.
  
  - ( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

- 
- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
  - ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
  - ( ) Inspect Fluid Condition And Levels Of Transmission, Rear Axle, And Steering Gear
  - ( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle On 4x4 Models
  - ( ) Inspect Clutch Adjustment And Condition (If Equipped), Lubricate All Drive Train Linkages

Technician's Name \_\_\_\_\_ Date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 01:00

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 3

## PM INSTRUCTIONS

PM Group: AA NON-EMERGENCY VEHICLES

PM Level: B 15,000 Miles or 18 Month

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INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires, Ensure Vehicle Is Safe
- Test Drive Vehicle And Evaluate
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren (If Equipped)
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Note Condition Of Paint And Body In Comment Section Of Repair Order

### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve (Replace If Needed)
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per Manufacturer's Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)
- Replace Fuel Filter
- Lubricate All Fittings, Hinges, And Cables
- Remove All Wheels, Check Air Pressure; Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

- Rotate Tires, Including Spare
- Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Lining And Any Associated Brake Components If Lining Is 50%

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: AA NON-EMERGENCY VEHICLES

PM Level: B 15,000 Miles or 18 Month

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### INSTRUCTIONS (cont.)

Or Less Of New. Check Parking Brake (Adjust If Necessary) Record % Remaining On Repair Order

- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Re-pack Wheel Bearings And Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

All Crown Victoria Vehicles.

- 
- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets And Lower Control Arm Brackets For Cracks.
  - ( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

- 
- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
  - ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
  - ( ) Inspect Fluid Condition And Levels Of Transmission, Rear Axle, And Steering Gear
  - ( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle On 4x4 Models
  - ( ) Inspect Clutch Adjustment And Condition (If Equipped), Lubricate All Drive Train Linkages

Technician's Name \_\_\_\_\_ date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 01:30

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 5

## PM INSTRUCTIONS

PM Group: AA NON-EMERGENCY VEHICLES

PM Level: C 30,000 Miles or 36 Month

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires, Ensure Vehicle Is Safe
- Test Drive Vehicle And Evaluate
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren (If Equipped)
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Note Condition Of Paint And Body In Comment Section Of Repair Order

#### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Replace Coolant With A 50/50 Mix, Flush Cooling System (If Needed)
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve (Replace If Needed)
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per Manufacturer's Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)
- Replace Fuel Filter

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lubricate All Fittings, Hinges, And Cables
- Remove All Wheels. Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: AA NON-EMERGENCY VEHICLES

PM Level: C 30,000 Miles or 36 Month

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### INSTRUCTIONS (cont.)

- ( ) Rotate Tires, Including Spare
- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Lining And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake (Adjust If Necessary) Record % Remaining On Repair Order. Check Brake Fluid For Contamination. Inspect Power Booster. (If Equipped)
- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Re-pack Wheel Bearings And Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

All Crown Victoria Vehicles.

- 
- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets And Lower Control Arm Brackets For Cracks.
  - ( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

- 
- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
  - ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
  - ( ) Inspect Fluid Condition And Level Of Steering Gear
  - ( ) Replace Axle Seals (Crown Victoria Only)
  - ( ) Remove Rear Axles. Inspect Bearing And Axles For Pitting, And Replace As Needed. (Crown Victoria Only)
  - ( ) Change Rear Axle Fluid (If Equipped) Change Front Axle Fluid On 4x4 Models
  - ( ) Change Transmission Fluid, Including Torque Converter With A Drain Plug, And Filter
  - ( ) Change Transfer Case Fluid Per Manufacturer's Recommendations Or Every 72 Thousand Miles On 4x4 Models

Technician's Name \_\_\_\_\_ Date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 02:30

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 1

## PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: A 3,000 Miles or 3 Months

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires; Ensure Vehicle Is Safe
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Note Condition Of Paint And Body In Comment Section Of Repair Order
- Ensure Correct Fasteners Are Used To Install Hard Seat. (If Equipped With Hard Seat)

#### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve  
(Replace If Needed)
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per Manufacturer's Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)

#### Light Bar Inspection Check

- Run All Lights, To Include All Light Bar Lights, Arrow Stick, And Map Light.
- Continue To Run Lights For A Minimum Of 10 Minutes To Determine Any Malfunctions.
- Check All Relays, Circuit Breakers, And Connectors. Check For Excessive Heat, Signs Of Burning, And Poor Connections.
- Ensure Connectors Are Fastened Securely On All Vehicles.
- Inspect The "Red" Wires And Connectors That Run From The Power Feed Box To The Circuit Breakers For Looseness And Signs Of Overheating.
- Ensure The Light Bar Shuts Off When The Power Switch Is Turned To The Off Position.
- If Equipped With Mdc, Check All Related Relays, Circuit Breakers, Wiring, And Connectors. Check For Proper Operation, Excessive Heat, Signs Of Burning, And Poor Connections.

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- For Ford Crown Victoria Vehicles Equipped With A Skid Plate, First Torque All Four Lower Cross Member Bolts To 184 Ft. Lbs., And Then Torque All Cross Member Bracket Nuts To 148 Ft. Lbs.

Vehicle #: \_\_\_\_\_ Mileage : \_\_\_\_\_ Date : \_\_\_\_\_

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lubricate All Fittings, Hinges, And Cables

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 2

## PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: A 3,000 Miles or 3 Months

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### INSTRUCTIONS (cont.)

- ( ) Remove All Wheels, Check Air Pressure, And Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf:\_\_\_\_\_ Rf:\_\_\_\_\_ Lr:\_\_\_\_\_ Rr:\_\_\_\_\_ Spare Tire:\_\_\_\_\_  
Psi Reading Lf:\_\_\_\_\_ Rf:\_\_\_\_\_ Lr:\_\_\_\_\_ Rr:\_\_\_\_\_ Spare Tire:\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

- ( ) Rotate Tires, Including Spare  
( ) Inspect Brake Lining And Associated Brake Components Condition. Record % Remaining On Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New.  
( ) Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.  
( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level. Inspect Power Booster (If Equipped)  
( ) Inspect All Steering And Suspension Components For Wear And Proper Operation  
( ) Re-pack Wheel Bearings, And Replace Wheel Bearing Seals, At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

All Crown Victoria Vehicles.

- 
- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets, And Lower Control Arm Brackets For Cracks.  
( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

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Vehicle # :\_\_\_\_\_ Mileage:\_\_\_\_\_ Date:\_\_\_\_\_

Chassis, Drive Train, Exhaust, Exterior Inspection And Service (Continued)

- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components  
( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.  
( ) Inspect Fluid Condition And Levels Of Transmission, Rear Axle, And Steering Gear  
( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle On 4x4 Models  
( ) Inspect Clutch Adjustment And Condition (If Equipped), Lubricate All Drive Train Linkages

Technician's Name :\_\_\_\_\_ Date:\_\_\_\_\_

Please Print

Technician's Signature :\_\_\_\_\_ Employee #:\_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 3

## PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: A 3,000 Miles or 3 Months

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INSTRUCTIONS (cont.)

Labor Standard = 01:00

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 4

### PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: B 12,000 Miles or 12 Month

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INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires; Ensure Vehicle Is Safe
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Note Condition Of Paint And Body In Comment Section Of Repair Order
- Ensure Correct Fasteners Are Used To Install Hard Seat. (If Equipped With Hard Seat)

#### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve  
(Replace If Needed)
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per Manufacturer's Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)
- Replace Fuel Filter

#### Light Bar Inspection Check

- Run All Lights, To Include All Light Bar Lights, Arrow Stick, And Map Light,
- Continue To Run Lights For A Minimum Of 10 Minutes To Determine Any Malfunctions.
- Check All Relays, Circuit Breakers, And Connectors. Check For Excessive Heat, Signs Of Burning, And Poor Connections.
- Ensure Connectors Are Fastened Securely On All Vehicles.
- Inspect The "Red" Wires And Connectors That Run From The Power Feed Box To The Circuit Breakers For Looseness And Signs Of Overheating.
- Ensure That Light Bar Shuts Off When The Power Switch Is Turned To The Off Position.
- If Equipped With Mdc, Check All Related Relays, Circuit Breakers, Wiring, And Connectors. Check For Proper Operation, Excessive Heat, Signs Of Burning, And Poor Connections.

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- For Ford Crown Victoria Vehicles Equipped With A Skid Plate, First Torque All Four Lower Cross Member Bolts To 184 Ft. Lbs., And Then Torque All Cross Member Bracket Nuts To 148 Ft. Lbs.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: B 12,000 Miles or 12 Month

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INSTRUCTIONS (cont.)

Steering, Suspension, Brake And Tire Inspection And Lube Service

- ( ) Lubricate All Fittings, Hinges, And Cables
- ( ) Remove All Wheels. Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

- ( ) Rotate Tires, Including Spare
- ( ) Inspect Brake Lining And Associated Brake Components Condition. Record % Remaining On Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.
- ( ) Inspect Brake Hoses & Tubing Condition-protection, Check Master Cylinder & Brake Fluid Reservoir Level
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Re-pack Wheel Bearings, And Replace Wheel Bearing Seals, At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

All Crown Victoria Vehicles.

- 
- ( ) Inspect Rear Frame Rails Upper Control Arm Brackets And Lower Control Arm Brackets For Cracks.
  - ( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

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Chassis, Drive Train, Exhaust, Exterior Inspection And Service (Continued)

- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
- ( ) Inspect Fluid Condition And Levels Of Transmission, Rear Axle, And Steering Gear
- ( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle On 4x4 Models

Technician's Name \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: B 12,000 Miles or 12 Month

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INSTRUCTIONS (cont.)

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 01:30

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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### PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: C 24,000 Miles or 24 Month

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INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires; Ensure Vehicle Is Safe
- Test Drive Vehicle And Evaluate
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Ensure Correct Fasteners Are Used To Install Hard Seat. (If Equipped With Hard Seat)
- Note Condition Of Paint And Body In Comments Section Of Repair Order

#### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Pressure Test Cooling System And Repair Leaks If Needed
- Flush Cooling System And Refill With A 50/50 Mix Of Coolant And Water (Or As Per O E M Requirements)
- Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve (Replace As Needed)
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per O E M Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)
- Replace Fuel Filter (If Serviceable)

#### Light Bar Inspection Check

- Run All Lights, To Include Light Bar, Arrow Stick, And Map Light.
- Continue To Run Lights For A Minimum Of 10 Minutes To Determine Any Malfunctions.
- Check All Relays, Circuit Breakers, And Connectors. Check For Excessive Heat, Signs Of Burning, And Poor Connections.
- Ensure Connectors Are Fastened Securely On All Vehicles.
- Ensure The Light Bar Shuts Off When The Power Switch Is Turned Off.
- If Equipped With Mdc, Check All Related Relays, Circuit Breakers, Wiring, And Connectors Including At Trunk Tray Area.

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- For Crown Victorias Equipped With A Skid Plate, First Torque All Four Lower Cross Member Bracket Nuts (Top Frame) To O E M Specifications.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lubricate All Fittings, Hinges, And Cables
- Remove All Wheels. Check Air Pressure, And Inspect Condition Of All Tires. Record Tread Depth And Tire Pressure Readings On This Document And In The Comments Section Of The Repair

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:58:22

LASD FLEET MANAGEMENT

PAGE 8

## PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: C 24,000 Miles or 24 Month

---

### INSTRUCTIONS (cont.)

Order. Replace Tire(S) If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare \_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications

- ( ) Rotate Tires, Including Spare
- ( ) Inspect Brake Lining And Associated Brake Components Condition. Record Remaining Brake Lining Percentage On Repair Order. Replace Brake Linings If Lining Is 50% Or Less Of New.
- ( ) Check Parking Brake Operation (Adjust If Necessary). Record Remaining Lining Percentage On Repair Order.
- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level. Inspect Power Booster (If Equipped)
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) If Applicable, Re-pack Front Wheel Bearings And Replace Wheel Bearing Seals At Each Brake Relining Or At Every 15,000 Miles, Whichever Occurs First.

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

On Crown Victoria Vehicles

- 
- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets And Lower Control Arm Brackets For Cracks.
  - ( ) Frame Crack Found ( ) No Frame Crack Found

\*if Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

---

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Chassis, Drive Train, Exhaust, Exterior Inspection And Service (Continued)

- ( ) Inspect Condition, Operation And Mounting Of All Exhaust System Components
- ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
- ( ) Inspect Fluid Condition And Level Of Steering System
- ( ) Inspect Clutch Adjustment And Condition (If Applicable), Lubricate All Drive Train Linkages
- ( ) Change Transmission Fluid (And Filter If Applicable) Using Appropriate Method Recommended By O E M
- ( ) Change Rear Axle Fluid On Rear Wheel Drive Vehicles. On 4x4 Vehicles, Change Front Axle Fluid Also.
- ( ) On Crown Victorias, Remoe Rear Axles And Inspect For Wear (Pitting). Inspect Axle Bearings. Replace Axles And/or Bearings As Needed. Replace Axle Seals.
- ( ) On All Wheel Drive Ford Pi's, Change Power Transfer Unit ( P T U ) Fluid.
- ( ) On 4x4 Vehicles, Change Transfer Case Fluid As Per O E M Recommendations.

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 9

## PM INSTRUCTIONS

PM Group: AG EMERGENCY VEHICLES

PM Level: C 24,000 Miles or 24 Month

-----  
INSTRUCTIONS (cont.)

Technician's Name \_\_\_\_\_ date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 02:30

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:59:21

LASD FLEET MANAGEMENT

PAGE 1

### PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: A 4,000 Miles or 4 Months

-----  
INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- ( ) Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- ( ) Check All Lights, Fluid Levels, Tires, Ensure Vehicle Is Safe
- ( ) Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- ( ) Check Drive Train And Engine Performance
- ( ) Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- ( ) Check Steering, Suspension And Braking Performance
- ( ) Check Operation Of All Warning Indicators
- ( ) Check Operation Of All Emergency Lighting Equipment And Siren
- ( ) Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- ( ) Note Condition Of Paint And Body In Comment Section Of Repair Order
- ( ) Ensure Correct Fasteners Are Used To Install Hard Seat (If Equipped With Hard Seat)

#### Engine Compartment Service And Inspection

- ( ) Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- ( ) Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- ( ) Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve  
(Replace If Needed)
- ( ) Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- ( ) Replace Spark Plugs Per Manufacturer's Requirements
- ( ) Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)

#### Light Bar Inspection Check

- ( ) Run All Lights, To Include All Light Bar Lights, Arrow Stick, And Map Light, Then Open Hood, Driver's Door And Trunk.
- ( ) Continue To Run Lights For A Minimum Of 10 Minutes To Determine Any Malfunctions.
- ( ) Check All Relays, Circuit Breakers, And Connectors. Check For Excessive Heat, Signs Of Burning, And Poor Connections.
- ( ) Ensure Connectors Are Fastened Securely On All Vehicles.
- ( ) Inspect The "Red" Wires And Connectors That Run From The Power Feed Box To Circuit Breakers For Looseness And Signs Of Overheating.
- ( ) Ensure That Light Bar Shuts Off When The Power Switch Is Turned To The Off Position.
- ( ) If Equipped With Mdc, Check All Related Relays, Circuit Breakers, Wiring, And Connectors. Check For Proper Operation, Excessive Heat, Signs Of Burning, And Poor Connections.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- ( ) For Ford Crown Victoria Vehicles Equipped With A Skid Plate, First Torque All Four Lower

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:59:21

LASD FLEET MANAGEMENT

PAGE 2

## PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: A 4,000 Miles or 4 Months

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### INSTRUCTIONS (cont.)

Cross Member Bolts To 184 Ft. Lbs., And Then Torque All Cross Member Bracket Nuts To 148 Ft. Lbs.

- ( ) Lubricate All Fittings, Hinges, And Cables
- ( ) Remove All Wheels. Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications

- ( ) Rotate Tires, Including Spare
- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Lining And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake (Adjust If Necessary) Record % Remaining On Repair Order
- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Re-pack Wheel Bearings And Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

All Crown Victoria Vehicles.

- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets And Lower Control Arm Brackets For Cracks.
- ( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

---

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Chassis, Drive Train, Exhaust, Exterior Inspection And Service (Continued)

- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
- ( ) Inspect Fluid Condition And Levels Of Transmission, Rear Axle, And Steering Gear
- ( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle On 4x4 Models

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 3

## PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: A 4,000 Miles or 4 Months

-----  
INSTRUCTIONS (cont.)

( ) Inspect Clutch Adjustment And Condition (If Equipped), Lubricate All Drive Train Linkages

Technician's Name \_\_\_\_\_ date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 01:00

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:59:21

LASD FLEET MANAGEMENT

PAGE 4

### PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: B 12,000 Miles or 12 Month

-----  
INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires, Ensure Vehicle Is Safe
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Note Condition Of Paint And Body In Comment Section Of Repair Order
- Ensure Correct Fasteners Are Used To Install Hard Seat (If Equipped With Hard Seat)

#### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve  
(Replace If Needed)
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per Manufacturer's Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)
- Replace Fuel Filter

#### Light Bar Inspection Check

- Run All Lights, To Include All Light Bar Lights, Arrow Stick, And Map Light.
- Continue To Run Lights For A Minimum Of 10 Minutes To Determine Any Malfunctions.
- Check All Relays, Circuit Breakers, And Connectors. Check For Excessive Heat, Signs Of Burning, And Poor Connections.
- Ensure Connectors Are Fastened Securely On All Vehicles.
- Inspect The "Red" Wires And Connectors That Run From The Power Feed Box To Circuit Breakers For Looseness And Signs Of Overheating.
- Ensure That Light Bar Shuts Off When The Power Switch Is Turned To The Off Position.
- If Equipped With Mdc, Check All Related Relays, Circuit Breakers, Wiring, And Connectors. Check For Proper Operation, Excessive Heat, Signs Of Burning, And Poor Connections.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 5

## PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: B 12,000 Miles or 12 Month

---

### INSTRUCTIONS (cont.)

Steering, Suspension, Brake And Tire Inspection And Lube Service

- ( ) For Ford Crown Victoria Vehicles Equipped With A Skid Plate, First Torque All Four Lower Cross Member Bolts To 184 Ft. Lbs., And Then Torque All Cross Member Bracket Nuts To 148 Ft. Lbs.
- ( ) Lubricate All Fittings, Hinges, And Cables
- ( ) Remove All Wheels. Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications

- ( ) Rotate Tires, Including Spare
- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Lining And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake (Adjust If Necessary) Record % Remaining On Repair Order
- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Re-pack Wheel Bearings And Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

- 
- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets And Lower Control Arm Brackets For Cracks.
  - ( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

---

Chassis, Drive Train, Exhaust, Exterior Inspection And Service (Continued)

- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
- ( ) Inspect Fluid Condition And Levels Of Transmission, Rear Axle, And Steering Gear
- ( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle On 4x4 Models

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 6

## PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: B 12,000 Miles or 12 Month

-----  
INSTRUCTIONS (cont.)

Technician's Name \_\_\_\_\_ date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 01:30

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:59:21

LASD FLEET MANAGEMENT

PAGE 7

## PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: C 24,000 Miles or 24 Month

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- Check All Lights, Fluid Levels, Tires; Ensure Vehicle Is Safe
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check Drive Train And Engine Performance
- Check Interior Electrical, Mechanical, A/c, Heater, And Defroster Performance
- Check Steering, Suspension And Braking Performance
- Check Operation Of All Warning Indicators
- Check Operation Of All Emergency Lighting Equipment And Siren
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Note Condition Of Paint And Body In Comment Section Of Repair Order
- Ensure Correct Fasteners Are Used To Install Hard Seat. (If Equipped With Hard Seat)

#### Engine Compartment Service And Inspection

- Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- Replace 50/50 Mix.
- Flush Cooling System, If Needed.
- Pressure Test Cooling System And Repair Leaks As Necessary
- Replace Air Filter, Cabin Air Filter, Breather Elements, Pcv Filter And Valve
- Inspect Charging And Cranking System, Service Battery, Cables And Tray As Necessary
- Replace Spark Plugs Per Manufacturer's Requirements
- Inspect All Hoses, Belts, Wiring And Accessories (Replace If Needed)
- Replace Fuel Filter

#### Light Bar Inspection Check

- Run All Lights, To Include All Light Bar Lights, Arrow Stick, And Map Light, Then Open Hood, Driver Door And Trunk.
- Continue To Run Lights For A Minimum Of 10 Minutes To Determine Any Malfunctions.
- Check All Relays, Circuit Breakers, And Connectors. Check For Excessive Heat, Signs Of Burning, And Poor Connections.
- Ensure Connectors Are Fastened Securely On All Vehicles.
- Inspect The "Red" Wires And Connectors That Run From The Power Feed Box To The Circuit Breakers For Looseness And Signs Of Overheating.
- Ensure That Light Bar Shuts Off When The Power Switch Is Turned To The Off Position.
- If Equipped With Mdc, Check All Related Relays, Circuit Breakers, Wiring, And Connectors. Check For Proper Operation, Excessive Heat, Signs Of Burning, And Poor Connections.

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:59:21

LASD FLEET MANAGEMENT

PAGE 8

## PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: C 24,000 Miles or 24 Month

-----  
INSTRUCTIONS (cont.)

- ( ) For Ford Crown Victoria Vehicles Equipped With A Skid Plate, First Torque All Four Lower Cross Member Bolts To 184 Ft. Lbs., And Then Torque All Cross Member Bracket Nuts To 148 Ft. Lbs.
- ( ) Lubricate All Fittings, Hinges, And Cables
- ( ) Remove All Wheels. Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To The Next Pm

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare \_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications

- ( ) Rotate Tires, Including Spare
- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.
- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level. Check Brake Fluid For Contamination
- ( ) Inspect Power Booster (If Equipped)
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Re-pack Wheel Bearings And Replace Wheel Bearing Seals, At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

Chassis, Drive Train, Exhaust, Exterior Inspection And Service

All Crown Victoria Vehicles.

- 
- ( ) Inspect Rear Frame Rails, Upper Control Arm Brackets And Lower Control Arm Brackets For Cracks.
  - ( ) Frame Crack Found ( ) No Frame Crack Found

If Frame Crack Is Found, Contact Sheriff Contract Monitor For Approval To Repair

-----

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Chassis, Drive Train, Exhaust, Exterior Inspection And Service (Continued)

- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Condition Of Body, Lubricate Doors Hinges, Trunk, Hood, Etc.
- ( ) Inspect Fluid Condition And Level Of Steering Gear
- ( ) Inspect Clutch Adjustment And Condition (If Equipped), Lubricate All Drive Train Linkages
- ( ) Change Transmission Fluid, Including Converters With A Drain Plug, And Filter

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 08:59:21

LASD FLEET MANAGEMENT

PAGE 9

## PM INSTRUCTIONS

PM Group: AG1 B/W & SOLID EMERGENCY VEHICLES

PM Level: C 24,000 Miles or 24 Month

-----  
INSTRUCTIONS (cont.)

- ( ) Change Rear Axle Fluid. Change Front Axle Fluid On 4x4 Models
- ( ) Replace Axle Seals (Crown Victoria Only)
- ( ) Remove Rear Axles. Inspect Bearing And Axles For Pitting, And Replace As Needed.  
(Crown Victoria Only)
- ( ) Change Transfer Case Fluid On 4x4 Models Per Manufacturer's Recommendations Or Every  
72 Thousand Miles

Technician's Name \_\_\_\_\_ Date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 02:30

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 1

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: A 5,000 Miles or 6 Months

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls, Or Other Programs
- Check Fire Extinguisher And Reflectors - Secured And Marked
- Check Operation Of Horn, A/c, Defroster, Gauges, And Speedometer
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Inspect Mirrors And Supports
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check All Lights, Turn Signals, And Mud Flaps
- Check Electrical Wiring Condition And Protection
- Check Warning Devices - Air, Oil, Temperature, And Vacuum
- Test Drive Vehicle And Evaluate
- Check Drive Train And Engine Performance
- Check Interior Electrical And Mechanical Performance
- Check Steering, Suspension, And Braking Performance
- Inspect Interior & Exterior Condition
- Note Condition Of Paint And Body In Comment Section Of The Repair Order

#### Engine Compartment Service And Inspection

- Change Engine Oil And Filter. Check All Fluid Levels, And Fluid Conditions
- Inspect Condition Of Air Filter, Cabin Filter (If Equipped), Breather Elements, Pcv Filter And Valve
- Check Charging And Cranking Systems, Service Battery, Cables, And Tray
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of All Belts And Hoses (Replace If Needed)
- Inspect Condition Of Radiator, Coolant, And Tanks
- Inspect All Compressors, Fans, Engine And/or Belt Driven Accessories
- Inspect Air Lines For Leaks, Condition And Protection
- Inspect Fuel Tanks. Check Lines And Pump For Condition And Protection
- Inspect Complete Exhaust System.
- Inspect Engine Mounts
- Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Necessary
- Check Clutch Adjustment And Free Play
- Check Throttle Linkage

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lube All Grease Fittings, Door Hinges, Pivot Points, Cables, And Linkages
- Inspect All Steering & Suspension Components For Wear & Proper Operation
- Check Steering Gear & Mounting - Free Lash

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 2

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: A 5,000 Miles or 6 Months

---

### INSTRUCTIONS (cont.)

Steering, Suspension, Brake And Tire Inspection And Lube Service (Continued)

- ( ) Remove All Wheels, Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach The 3/32 Minimum Prior To The Next Pm.

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake, (Adjust If Necessary). Record % Remaining On Repair Order
- ( ) Inspect Brake Hoses And Tubing Condition-protection
- ( ) Check Master Cylinder, Hydro-boost (If Equipped), Power Booster & Brake Fluid Reservoir Level
- ( ) Re-pack Wheel Bearings, & Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First

Undercarriage, Chassis, Drivetrain, Exhaust, And Exterior Inspection/service

- ( ) Inspect Frame, Leaf Springs, Shackles And U-bolts For Cracks, Loose Nuts/bolts, Etc.
- ( ) Inspect Drive Shaft And Universal Joints For Wear, Loose Bolts, Etc.
- ( ) Inspect Transmission For Leaks, Inspect Mounts
- ( ) Inspect Axle Seals And/or Wheel Seals For Leaks
- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Differential For Leaks, Condition And Level Of Fluid. Check Mounting And Condition
- ( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle (If Equipped)
- ( ) Clean Under Carriage, If Needed

Air Brake Inspection (Vehicles Equipped With Air Brakes)

- ( ) Inspect Air Compressor And Governor Operation
- ( ) Inspect All Valves, Relays And Hoses For Leaks
- ( ) Drain And Inspect Air Tanks For Leaks And Condition. Check Mounting
- ( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- ( ) Check Air Leaks And 1-minute Brake Application Test, Air Loss
- ( ) Check Air Governor Adjustment-minimum 85psi - Maximum 130 Psi
- ( ) Release After Loss Of Service Air-test Anti-skid Lamp
- ( ) Check Low Air Pressure Warning Buzzer

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Hydraulic System Inspection Service (If Applicable)

- ( ) Inspect Reservoir, Pump And Valve Condition And Operation

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 3

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: A 5,000 Miles or 6 Months

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### INSTRUCTIONS (cont.)

- ( ) Inspect Hoses, Rams, Valves And Pump For Leaks
- ( ) Lubricate All Grease Fittings On Any Auxiliary Mounted Equipment
- ( ) Check Operation And Condition Of Any Auxiliary Mounted Equipment

Technician's Name \_\_\_\_\_ date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 01:18

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 4

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: B 15,000 Miles or 18 Month

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls, Or Other Programs
- Check Fire Extinguisher And Reflectors - Secured And Marked
- Check Operation Of Horn, A/c, Defroster, Gauges, And Speedometer
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Inspect Mirrors And Supports
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check All Lights, Turn Signals, And Mud Flaps
- Check Electrical Wiring Condition And Protection
- Check Warning Devices - Air, Oil, Temperature, And Vacuum
- Test Drive Vehicle And Evaluate
- Check Drive Train And Engine Performance
- Check Interior Electrical And Mechanical Performance
- Check Steering, Suspension, And Braking Performance
- Inspect Interior & Exterior Condition
- Note Condition Of Paint And Body In Comment Section Of The Repair Order

#### Engine Compartment Service And Inspection

- Change Engine Oil And Filter. Check All Fluid Levels, And Fluid Conditions
- Inspect Condition Of Air Filter, Cabin Filter (If Equipped), Breather Elements, Pcv Filter And Valve
- Check Charging And Cranking Systems, Service Battery, Cables, And Tray
- Inspect Cooling System, Pressure Test And Repair Leaks As Necessary
- Inspect Condition Of All Belts And Hoses (Replace If Needed)
- Inspect Condition Of Radiator, Coolant, And Tanks
- Inspect All Compressors, Fans, Engine And/or Belt Driven Accessories
- Inspect Air Lines For Leaks, Condition And Protection
- Inspect Fuel Tanks. Check Lines And Pump For Condition And Protection
- Replace Fuel Filter(S)
- Inspect Complete Exhaust System.
- Inspect Engine Mounts
- Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Necessary
- Check Clutch Adjustment And Free Play
- Check Throttle Linkage

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lube All Grease Fittings, Door Hinges, Pivot Points, Cables, And Linkages
- Inspect All Steering & Suspension Components For Wear & Proper Operation
- Check Steering Gear & Mounting - Free Lash

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 5

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: B 15,000 Miles or 18 Month

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INSTRUCTIONS (cont.)

Steering, Suspension, Brake And Tire Inspection And Lube Service (Continued)

- ( ) Remove All Wheels, Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order Replace Tire If Tread Depth Is Expected To Reach The 3/32 Minimum Prior To The Next Pm. Rotate Tires (If Applicable)

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake, (Adjust If Necessary). Record % Remaining On Repair Order
- ( ) Inspect Brake Hoses And Tubing Condition-protection
- ( ) Check Master Cylinder, Hydro-boost (If Equipped), Power Booster & Brake Fluid Reservoir Level
- ( ) Re-pack Wheel Bearings, & Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First

Undercarriage, Chassis, Drivetrain, Exhaust, And Exterior Inspection/service

- ( ) Inspect Frame, Leaf Springs, Shackles And U-bolts For Cracks, Loose Nuts/bolts, Etc.
- ( ) Inspect Drive Shaft And Universal Joints For Wear, Loose Bolts, Etc.
- ( ) Inspect Transmission For Leaks. Inspect Mounts
- ( ) Inspect Axle Seals And/or Wheel Seals Leaks
- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Differential For Leaks, Fluid Level And Condition. Check Mounting And Condition
- ( ) Inspect Fluid Condition And Levels Of Transfer Case And Front Axle (If Equipped)
- ( ) Clean Under Carriage

Air Brake Inspection (Vehicles Equipped With Air Brakes)

- ( ) Inspect Air Compressor And Governor Operation
- ( ) Inspect All Valves, Relays And Hoses For Leaks
- ( ) Drain And Inspect Air Tanks For Leaks And Condition. Check Mounting
- ( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- ( ) Check Air Leaks And 1-minute Brake Application Test, Air Loss
- ( ) Check Air Governor Adjustment-minimum 85psi - Maximum 130 Psi
- ( ) Release After Loss Of Service Air-test Anti-skid Lamp
- ( ) Check Low Air Pressure Warning Buzzer

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Hydraulic System Inspection Service (If Applicable)

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 6

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: B 15,000 Miles or 18 Month

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### INSTRUCTIONS (cont.)

- ( ) Inspect Reservoir, Pump And Valve Condition And Operation
- ( ) Inspect Hoses, Rams, Valves And Pump For Leaks
- ( ) Lubricate All Grease Fittings On Any Auxiliary Mounted Equipment
- ( ) Check Operation And Condition Of Any Auxiliary Mounted Equipment

Technician's Name \_\_\_\_\_ date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 01:48

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 7

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: C 30,000 Miles or 36 Month

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls, Or Other Programs
- Check Fire Extinguisher And Reflectors - Secured And Marked
- Check Operation Of Horn, A/c, Defroster, Gauges, And Speedometer
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Inspect Mirrors And Supports
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check All Lights, Turn Signals, And Mud Flaps
- Check Electrical Wiring Condition And Protection
- Check Warning Devices - Air, Oil, Temperature, And Vacuum
- Test Drive Vehicle And Evaluate
- Check Drive Train And Engine Performance
- Check Interior Electrical And Mechanical Performance
- Check Steering, Suspension, And Braking Performance
- Inspect Interior & Exterior Condition
- Note Condition Of Paint And Body In Comment Section Of The Repair Order

#### Engine Compartment Service And Inspection

- Change Engine Oil And Filter. Check All Fluid Levels, And Fluid Conditions
- Replace Air Filter, Cabin Filter (If Equipped), Breather Elements, Pcv Filter And Valve
- Check Charging And Cranking Systems, Service Battery, Cables, And Tray
- Pressure Test Cooling System And Repair Leaks As Necessary
- Replace Coolant With 50/50 Mix, Flush Cooling System (If Needed)
- Replace Spark Plugs As Per Manufacturer's Requirements
- Inspect Condition Of Radiator, Coolant, And Tanks
- Inspect All Compressors, Fans, Engine And/or Belt Driven Accessories
- Inspect Air Lines For Leaks, Condition And Protection
- Inspect Fuel Tanks. Check Lines And Pump For Condition And Protection
- Inspect Complete Exhaust System.
- Inspect Engine Mounts
- Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Necessary
- Check Clutch Adjustment And Free Play
- Check Throttle Linkage
- Replace Fuel Filter(S)

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lube All Grease Fittings, Door Hinges, Pivot Points, Cables, And Linkages
- Inspect All Steering & Suspension Components For Wear & Proper Operation
- Check Steering Gear & Mounting - Free Lash

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 8

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: C 30,000 Miles or 36 Month

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INSTRUCTIONS (cont.)

Steering, Suspension, Brake And Tire Inspection And Lube Service (Continued)

- ( ) Remove All Wheels, Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach The 3/32 Minimum Prior To The Next Pm. Rotate Tires (If Applicable)

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake, (Adjust If Necessary). Record % Remaining On Repair Order
- ( ) Inspect Brake Hoses And Tubing Condition-protection
- ( ) Check Master Cylinder, Hydro-boost (If Equipped), Power Booster & Brake Fluid Reservoir Level
- ( ) Re-pack Wheel Bearings, & Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First

Undercarriage, Chassis, Drivetrain, Exhaust, And Exterior Inspection/service

- ( ) Inspect Frame, Leaf Springs, Shackles And U-bolts For Cracks, Loose Nuts/bolts, Etc.
- ( ) Inspect Drive Shaft And Universal Joints For Wear, Loose Bolts, Etc.
- ( ) Inspect Transmission For Leaks. Inspect Mounts
- ( ) Inspect For Axle Seals And/or Wheel Seals Leaks
- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Differential For Leaks. Check Mounting And Condition
- ( ) Change Transmission Fluid, Including Torque Converters With A Drain Plug, And Filter
- ( ) Change Rear Axle Fluid, (If Equipped) Change Front Axle Fluid On 4x4 Models
- ( ) Change Transfer Case Fluid On 4x4 Models Per Manufacturer's Recommendations Or Every 72 Thousand Miles
- ( ) Clean Under Carriage, If Needed

Air Brake Inspection (Vehicles Equipped With Air Brakes)

- ( ) Inspect Air Compressor And Governor Operation
- ( ) Inspect All Valves, Relays And Hoses For Leaks
- ( ) Drain And Inspect Air Tanks For Leaks And Condition. Check Mounting
- ( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- ( ) Check Air Leaks And 1-minute Brake Application Test, Air Loss
- ( ) Check Air Governor Adjustment-minimum 85psi - Maximum 130 Psi

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 9

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: C 30,000 Miles or 36 Month

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### INSTRUCTIONS (cont.)

Air Brake Inspection (Vehicles Equipped With Air Brakes) Continued

- ( ) Release After Loss Of Service Air-test Anti-skid Lamp
- ( ) Check Low Air Pressure Warning Buzzer

Hydraulic System Inspection Service (If Applicable)

- ( ) Inspect Reservoir, Pump And Valve Condition And Operation
- ( ) Inspect Hoses, Rams, Valves And Pump For Leaks
- ( ) Lubricate All Grease Fittings On Any Auxiliary Mounted Equipment
- ( ) Check Operation And Condition Of Any Auxiliary Mounted Equipment

Technician's Name \_\_\_\_\_ Date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 03:48

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 10

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: D 30,000 Miles or 36 Month

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

#### Road Test

- Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls, Or Other Programs
- Check Fire Extinguisher And Reflectors - Secured And Marked
- Check Operation Of Horn, A/c, Defroster, Gauges, And Speedometer
- Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- Inspect Mirrors And Supports
- Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, Condition
- Check All Lights, Turn Signals, And Mud Flaps
- Check Electrical Wiring Condition And Protection
- Check Warning Devices - Air, Oil, Temperature, And Vacuum
- Test Drive Vehicle And Evaluate
- Check Drive Train And Engine Performance
- Check Interior Electrical And Mechanical Performance
- Check Steering, Suspension, And Braking Performance
- Inspect Interior & Exterior Condition
- Note Condition Of Paint And Body In Comment Section Of The Repair Order

#### Engine Compartment Service And Inspection

- Change Engine Oil And Filter. Check All Fluid Levels, And Fluid Conditions
- Replace Air Filter, Cabin Filter (If Equipped), Breather Elements, Pcv Filter And Valve
- Check Charging And Cranking Systems, Service Battery, Cables, And Tray
- Pressure Test Cooling System And Repair Leaks As Necessary
- Replace Coolant With 50/50 Mix, Flush Cooling System (If Needed)
- Replace Spark Plugs As Per Manufacturer's Requirements
- Inspect Condition Of Radiator, Coolant, And Tanks
- Inspect All Compressors, Fans, Engine And/or Belt Driven Accessories
- Inspect Air Lines For Leaks, Condition And Protection
- Inspect Fuel Tanks. Check Lines And Pump For Condition And Protection
- Inspect Complete Exhaust System.
- Inspect Engine Mounts
- Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Necessary
- Check Clutch Adjustment And Free Play
- Check Throttle Linkage
- Replace Fuel Filter(S)

#### Steering, Suspension, Brake And Tire Inspection And Lube Service

- Lube All Grease Fittings, Door Hinges, Pivot Points, Cables, And Linkages
- Inspect All Steering & Suspension Components For Wear & Proper Operation
- Check Steering Gear & Mounting - Free Lash

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 11

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: D 30,000 Miles or 36 Month

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INSTRUCTIONS (cont.)

Steering, Suspension, Brake And Tire Inspection And Lube Service (Continued)

- ( ) Remove All Wheels, Check Air Pressure, Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach The 3/32 Minimum Prior To The Next Pm. Rotate Tires (If Applicable)

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Ensure That Tire Pressure Meets Manufacturer Specifications.

- ( ) Inspect Brake Lining And Associated Brake Components Condition, Record % Remaining On Repair Order. Replace Brake Linings And Any Associated Brake Components If Lining Is 50% Or Less Of New. Check Parking Brake, (Adjust If Necessary). Record % Remaining On Repair Order
- ( ) Inspect Brake Hoses And Tubing Condition-protection
- ( ) Check Master Cylinder, Hydro-boost (If Equipped), Power Booster & Brake Fluid Reservoir Level
- ( ) Re-pack Wheel Bearings, & Replace Wheel Bearing Seals At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First

Undercarriage, Chassis, Drivetrain, Exhaust, And Exterior Inspection/service

- ( ) Inspect Frame, Leaf Springs, Shackles And U-bolts For Cracks, Loose Nuts/bolts, Etc.
- ( ) Inspect Drive Shaft And Universal Joints For Wear, Loose Bolts, Etc.
- ( ) Inspect Transmission For Leaks. Inspect Mounts
- ( ) Inspect For Axle Seals And/or Wheel Seals Leaks
- ( ) Inspect Condition, Operation, And Mounting Of All Exhaust System Components
- ( ) Inspect Differential For Leaks. Check Mounting And Condition
- ( ) Change Transmission Fluid, Including Torque Converters With A Drain Plug, And Filter
- ( ) Change Rear Axle Fluid, (If Equipped) Change Front Axle Fluid On 4x4 Models
- ( ) Change Transfer Case Fluid On 4x4 Models Per Manufacturer's Recommendations Or Every 72 Thousand Miles
- ( ) Clean Under Carriage, If Needed

Air Brake Inspection (Vehicles Equipped With Air Brakes)

- ( ) Inspect Air Compressor And Governor Operation
- ( ) Inspect All Valves, Relays And Hoses For Leaks
- ( ) Drain And Inspect Air Tanks For Leaks And Condition. Check Mounting
- ( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- ( ) Check Air Leaks And 1-minute Brake Application Test, Air Loss
- ( ) Check Air Governor Adjustment-minimum 85psi - Maximum 130 Psi

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:03:40

LASD FLEET MANAGEMENT

PAGE 12

## PM INSTRUCTIONS

PM Group: BA MEDIUM VEHICLE PM GROUP

PM Level: D 30,000 Miles or 36 Month

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### INSTRUCTIONS (cont.)

Air Brake Inspection (Vehicles Equipped With Air Brakes) Continued

- Release After Loss Of Service Air-test Anti-skid Lamp
- Check Low Air Pressure Warning Buzzer

Hydraulic System Inspection Service (If Applicable)

- Inspect Reservoir, Pump And Valve Condition And Operation
- Inspect Hoses, Rams, Valves And Pump For Leaks
- Lubricate All Grease Fittings On Any Auxiliary Mounted Equipment
- Check Operation And Condition Of Any Auxiliary Mounted Equipment

Technician's Name \_\_\_\_\_ Date \_\_\_\_\_

Please Print

Technician's Signature \_\_\_\_\_ Employee # \_\_\_\_\_

Labor Standard = 03:48

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:05:19

LASD FLEET MANAGEMENT

PAGE 1

### PM INSTRUCTIONS

PM Group: BMWMC B M W MOTORCYCLE GROUP

PM Level: A BMW SERVICE 6,000 MILES

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### INSTRUCTIONS

#### Road Test

W A R N I N G : Emergency Strobe Lights Are A High Voltage Device. Do Not Touch Or Disconnect Wiring/cables.  
Wait 10 Minutes After Turning Off Power Before Starting Work Or Trouble Shooting On Strobe Light System.

#### Check If O K

- 
- ( ) Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls, Or Other Programs
  - ( ) Change Engine Oil (At Operating Temperature) & Oil Filter (Synthetic Oil Only)
  - ( ) Read Motronic Fault Memories With Bmw Moditec
  - ( ) Perform Integral Abs Bleed Test
  - ( ) Inspect Tire Tread Wear & Air Pressure. List Tread Depth Fr\_\_\_\_\_ Rr\_\_\_\_\_ And Air Pressure Fr\_\_\_\_\_rr\_\_\_\_\_.  
Replace Tire If Tread Depth Is Expected To Reach 3/32" Or 2.0mm Minimum Prior To Next Pm
  - ( ) Inspect Wheels & Spokes
  - ( ) Inspect Brake Lining Condition, Record % Remaining On Repair Order. Replace Brake Linings If Lining Is 50% Of New
  - ( ) Check Abs Sensor/pulse Wheels For Correct Gap. Adjust & Clean As Required
  - ( ) Check Operation Of All Warning Indicators
  - ( ) Inspect Lights For Proper Operation
  - ( ) Inspect Brake Fluid Level & Condition
  - ( ) Inspect Battery Fluid & Water Level (Main Battery & Police Battery)
  - ( ) Inspect Starting & Charging System
  - ( ) Check Clutch Fluid Level
  - ( ) Adjust Valves
  - ( ) Check Condition Of Spark Plugs
  - ( ) Inspect Exhaust System
  - ( ) Re-tension Poly-v Belt (Readjust New Poly-v Belt At 6,000 Miles)
  - ( ) Check Swing Arm Bearing (No Play), Adjust If Necessary
  - ( ) Lubricate Side Stand/center Stand Pivots
  - ( ) Check Operation Of Throttle Linkage & Valves
  - ( ) Synchronize Throttle Valves & Adjust Idle
  - ( ) Check Side Stand Mounting Bolt & Gap
  - ( ) Check Safety Interlock Switch On Side Stand
  - ( ) Inspect Crash Bar Mountings
  - ( ) Inspect Seat Condition & Mounting
  - ( ) Check Condition & Location Of All Sheriff Decals (Replace If Necessary)
  - ( ) Sheriff Equipment Inspection:
    - Pursuit Lights Operational
    - Siren/speaker Operational
    - Radio Equipment Securely Mounted
    - Map Light Operational (If Equipped)
  - ( ) Final Inspection With Safety/operation Check:
    - Check Torque On Rear Wheel Retaining Bolts
    - Lights, Horn, & Signal Systems
    - Telltale & Warning Systems
    - Clutch, Gearshift, & Side Stand Switch Function
    - Hand Brake & Foot Brake + Abs
    - Steering (No Cable Drag From Radio Equipment)

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:05:19

LASD FLEET MANAGEMENT

PAGE 2

## PM INSTRUCTIONS

PM Group: BMW B M W MOTORCYCLE GROUP

PM Level: A BMW SERVICE 6,000 MILES

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### INSTRUCTIONS (cont.)

Instruments (Including Optional Accessories)

Test Ride, Visual Quality Check

Mechanic Name \_\_\_\_\_ Emp # \_\_\_\_\_ Date \_\_\_\_\_  
Please Print

Mechanic Signature \_\_\_\_\_ Date \_\_\_\_\_

Labor Standard = 04:00

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:05:19

LASD FLEET MANAGEMENT

PAGE 3

### PM INSTRUCTIONS

PM Group: BMWMC B M W MOTORCYCLE GROUP

PM Level: B BMW SERVICE 12,000 MI OR

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### INSTRUCTIONS

#### Road Test

W A R N I N G : Emergency Strobe Lights Are A High Voltage Device. Do Not Touch Or Disconnect Wiring/cables.  
Wait 10 Minutes After Turning Off Power Before Starting Work Or Trouble Shooting On Strobe Light System.

#### Check If O K

- 
- ( ) Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls, Or Other Programs
  - ( ) Change Engine Oil (At Operating Temperature) & Oil Filter (Synthetic Oil Only)
  - ( ) Change Transmission Oil (At Operating Temperature)
  - ( ) Change Rear Drive Oil (At Operating Temperature)
  - ( ) Read Motronic Fault Memories With Bmw Moditec
  - ( ) Perform Intragal Abs Bleed Test
  - ( ) Inspect Tire Tread Wear & Air Pressure. List Tread Depth Fr\_\_\_\_\_ Rr\_\_\_\_\_ And Air Pressure Fr\_\_\_\_\_rr\_\_\_\_\_.  
Replace Tire If Tread Depth Is Expected To Reach 3/32" Or 2.0mm Minimum Prior To Next Pm
  - ( ) Inspect Wheels & Spokes
  - ( ) Inspect Wheel Bearings, Replace If Necessary
  - ( ) Inspect Brake Lining Condition, Record % Remaining On Repair Order. Replace Brake Linings If Lining Is 50% Or Less Of New
  - ( ) Check Abs Sensor/pulse Wheels For Correct Gap. Adjust & Clean As Required
  - ( ) Check Operation Of All Warning Indicators
  - ( ) Inspect Lights For Proper Operation
  - ( ) Inspect Brake Fluid Level & Condition
  - ( ) Inspect Battery Fluid & Water Level (Main Battery & Police Battery)
  - ( ) Inspect Starting & Charging System
  - ( ) Check Clutch Fluid Level
  - ( ) Adjust Valves
  - ( ) Replace Spark Plugs
  - ( ) Inspect Exhaust System
  - ( ) Re-tension Poly-v Belt: (Readjust New Poly-v Belt At 6,000 Miles)
  - ( ) Check Swing Arm Bearing (No Play), Adjust If Necessary
  - ( ) Lubricate Side Stand/center Pivots
  - ( ) Check Operation Of Throttle Linkage & Valves
  - ( ) Replace Fuel Filter
  - ( ) Replace Intake Air Filter
  - ( ) Synchronize Throttle Valves & Adjust Idle
  - ( ) Check Side Stand Mounting Bolt & Gap
  - ( ) Check Safety Interlock Switch On Side Stand
  - ( ) Inspect Crash Bar Mountings
  - ( ) Inspect Seat Condition & Mounting
  - ( ) Check Condition & Location Of All Sheriff Decals (Replace If Necessary)
  - ( ) Sheriff Equipment Inspection:
    - Pursuit Lights Operational
    - Siren/speaker Operational
    - Radio Equipment Securely Mounted
    - Map Light Operational (If Equipped)
  - ( ) Final Inpsection With Safety/operation Check:
    - Check Torque On Rear Wheel Retaining Bolts

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:05:19

LASD FLEET MANAGEMENT

PAGE 4

## PM INSTRUCTIONS

PM Group: BMWMC B M W MOTORCYCLE GROUP

PM Level: B BMW SERVICE 12,000 MI OR

-----  
INSTRUCTIONS (cont.)

Lights, Horn, & Signal Systems  
Telltale & Warning Systems  
Clutch, Gearshift, & Side Stand Switch Function  
Hand Brake & Foot Brake + Abs  
Steering (No Cable Drag From Radio Equipment)  
Instruments (Including Optional Accessories)  
Test Ride, Visual Quality Check

Mechanic Name \_\_\_\_\_ Employee # \_\_\_\_\_  
Please Print

Mechanic's Signature \_\_\_\_\_ Date \_\_\_\_\_ Date \_\_\_\_\_

Labor Standard = 06:00

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

01-08-26 09:05:19

LASD FLEET MANAGEMENT

PAGE 5

### PM INSTRUCTIONS

PM Group: BMWMC B M W MOTORCYCLE GROUP

PM Level: C BMW ANNUAL SERVICE

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### INSTRUCTIONS

Road Test

W A R N I N G : Emergency Strobe Lights Are A High Voltage Device. Do Not Touch Or Disconnect Wiring/cables.  
Wait 10 Minutes After Turning Off Power Before Starting Work Or Trouble Shooting On Strobe Light System.

Check If O K

- 
- ( ) Check Vehicle History For Any Outstanding Recalls
  - ( ) Read Motronic Fault Memories With Bmwmoditec
  - ( ) Check Condition Of Tires , Wheels And Spokes.  
Adjust Tire Pressure: Front 37psi (2.5bar)/rear 42psi (2.9bar)
  - ( ) Check A B S Sensor/pulse Wheels For Correct Gap/contamination  
Adjust And Clean As Required
  - ( ) Integral A B S Equipped - Replace Brake Fluid In Wheel Circuit Once A Year ( D O T 4 )
  - ( ) Ingegral A B S Equipped - Replace Brake Fluid In Control Circuit Every 2 Years ( D O T 4 )
  - ( ) Main Battery: Check And Grease Battery Terminals; Check Battery Acid  
Level, Top Off Water Level. Charge Battery If Needed Through Rear Socket
  - ( ) Police Battery: Check And Grease Battery Terminals; Check Battery Acid  
Level, Top Off Water Level. Charge Battery If Needed Through Front Socket.
  - ( ) Change Clutch Operating Fluid Every 2 Years ( D O T 4 Brake Fluid)
  - ( ) Check Condition Of Spark Plugs
  - ( ) Change Engine Oil When At Operating Temperature, Renew Oil Filter. Synthetic Oil Only  
(For Short Distance Driving Or When Outside Temperature Is Below 32 F Every 3 Months Or 1800 Miles)
  - ( ) Change Transmission Oil When At Operating Temperature. (Or Every 2 Years At The Latest)
  - ( ) Lubricate Side Stand/center Stand Pivots
  - ( ) Check Safety Interlock Switch Function On Locking Side Stand
  - ( ) Check For Smooth Operation Of Throttle Butterflies, Tighten Hose Clamps To Eliminate  
Possibility Of Air Leaks, Synchronize Throttle Valves And Adjust Idle
  - ( ) Check Torque Of Mounting Bolt (Loctite) And Gap On Locking Sidestand.  
Check Leg For Damage/cracks/alignment. Renew As Required.
  - ( ) Check Torque Setting Of Bolts Securing Front And Rear Protection Bars. Examine

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 6

## PM INSTRUCTIONS

PM Group: BMWMC B M W MOTORCYCLE GROUP

PM Level: C BMW ANNUAL SERVICE

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### INSTRUCTIONS (cont.)

Bars For Damage/cracks/alignment. Renew Or Straighten

- ( ) Check Torque Setting Of Bolts Securing Siren Speakers And Amplifier. Examine Mounts For Damage/cracks/alignment. Renew Mounts As Required
- ( ) Check Condition And Location Of All Police Information/warning Labels (Renew If Damaged/missing)
- ( ) Authority Equipment Inspection/operating Check:
  - \* Pursuit Lights Operate Properly
  - \* Siren System Operates Properly
  - \* Radio Equipment And Remote Microphone Securely Mounted
  - \* Map Reading Light Functional (If Equipped)
- ( ) Final Inspection With Safety/operation Check:
  - \* Check Torque On Rear Wheel Retaining Bolts (76lb/ft-105nm)
  - \* Lights, Horn And Signal Systems
  - \* Telltale And Warning Systems
  - \* Clutch, Gearshift And Sidestand Switch Function
  - \* Hand Brake And Footbrake + A B S
  - \* Steering / No Cable Drag From Radio Equipment
  - \* Instruments (Including Optional Accessories)
  - \* Test Ride, Visual Quality Check

Mechanic's Signature \_\_\_\_\_ Emp # \_\_\_\_\_ Date \_\_\_\_\_

Labor Standard = 00:00

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 1

### PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: A 6,000 Miles or 6 MONTHS

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Conduct 08 Inspections With Pm Service When Applicable.

**\*\*note\*\*** On L E N C O Armored Vehicles, List Hour Meter Reading, Print Out Supplement Sheet And Perform Inspections Listed.  
In Instructions Field Type "(Bear" For Lenco Bear Supplement And "(Bcat" For Bearcat Supplement.

#### Road Test / Walk Around Inspection

- ( ) Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- ( ) Fire Extinguisher And Reflectors - Secured And Marked
- ( ) Check Operation Of Horn, Defrosters, Gauges, And Speedometer
- ( ) Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- ( ) Inspect Mirrors And Supports
- ( ) Inspect Window Glass Condition/operation
- ( ) Inspect Windshield Wipers, Wiper Motor Operation, Windshield Washer Operation And Top Off Washer Fluid Reservoir
- ( ) Check All Lights, Turn Signals, Mud Flaps, And Condition Of Reflectors And Reflective Tape
- ( ) Check Electrical Wiring Condition And Protection
- ( ) Check Starter Operation
- ( ) Check Operation Of All Warning Devices - Air, Oil, Temperature, And Vacuum
- ( ) Test Drive Vehicle And Evaluate
- ( ) Check Drivetrain And Engine Performance
- ( ) Check Interior Electrical And Mechanical Performance
- ( ) Check Steering, Suspension And Braking Performance
- ( ) Inspect Cage Locks And Condition (If Applicable)
- ( ) Inspect Condition Of Interior & Exterior
- ( ) Note Condition Of Paint And Body In Comment Section Of Repair Order
- ( ) Check For Proper Permits, Registration, And License Plates

#### Engine Compartment Service And Inspection

- ( ) Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- ( ) Draw Oil Sample From Engine Crankcase Oil (Min 4oz).perform Oil Analysis  
(Diesel Powered Units Greater Than 22k Only)
- ( ) Change Coolant Filter
- ( ) Inspect Coolant And Inhibitor Strength, Bring Up To Specifications.  
Replace Coolant With New 50/50 Mix (Coolant/water) If Campaign Is Due.
- ( ) Inspect Condition Of Radiator, Fluid, Hoses, And Tanks. Pressure Test System For Leaks.
- ( ) Check Charging And Cranking System
- ( ) Clean & Service Battery, Cables, Tray And Doors As Necessary
- ( ) Inspect Generator/alternator, Starter, Brushes, Wiring-mounting
- ( ) Inspect Air Filter, Change Or Service As Needed
- ( ) Inspect All Belts, Compressors, Fans, Engine And/or Belt Driven Accessories
- ( ) Inspect Air Lines For Leaks, Condition And Protection
- ( ) Inspect Exhaust Manifold, Flange Gaskets, Muffler And Condition

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 2

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: A 6,000 Miles or 6 MONTHS

-----  
INSTRUCTIONS (cont.)

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

- Check Condition Of Diesel Particulate Filter (D.p.f.), Mounts, Sensors, And Lines (If Applicable)
- Inspect Engine Mounts
- Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Found
- Check Clutch Adjustment, Free Play And Clutch Brake (If Applicable)
- Check Throttle Linkage
- Replace Power Steering Line Filter And Suspension Filter (If Applicable)
- Adjust Valve Train As Per Manufacturer Specifications (If Campaign Is Due)

### Chassis

- Check Fifth Wheel Condition And Mounting (If Applicable)
- Lube All Grease Fittings, Door Hinges And Pivot Points, Cables, Linkages
- Inspect And Service All Add On Equipment I.e., Lift Gate, Lifts, Etc.
- Inspect Wheels For Cracks & Lug Nuts For Correct Torque. Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To Next Pm

Tread Depth Lf \_\_\_\_\_ Rf \_\_\_\_\_ Lr \_\_\_\_\_ Rr \_\_\_\_\_ Spare \_\_\_\_\_

Lri \_\_\_\_\_ Rri \_\_\_\_\_

Psi Reading Lf \_\_\_\_\_ Rf \_\_\_\_\_ Lr \_\_\_\_\_ Rr \_\_\_\_\_ Spare \_\_\_\_\_

Lri \_\_\_\_\_ Rri \_\_\_\_\_

- Inspect Wheel Seal For Leaks.
- Check Steering Gear And Mounting. Check Free Lash And Oil Level
- Inspect All Steering And Suspension Components For Wear And Proper Operation
- Inspect Steering Arms, Drag Links, Tie Rod Ends
- Check Frame, Cross Members For Wear, Cracks, Rust, Damage, Etc.
- Inspect Springs, Shackles, U-bolts, Kingpins, Shock Absorbers
- Check Transmission, Differential Fluid Level, Seals, And Mounting
- Inspect Drive Shaft, Universal Joints, Guards, And Support Bearings
- Inspect Fuel System, Fuel Tank(S), Mounts, Lines, And Pump Condition And Protection
- Body Underside And Firewall, Air Tight And Clean
- Clean Under Carriage-if Needed

### Hydraulic Brakes

- Inspect Hydraulic Brake System For Leaks
- Inspect Brake Lining Condition, Record % Remaining On Repair Order. Replace Brake Linings If Lining Is 50% Or Less Of New.
- Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.
- Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

- Inspect Power Booster (If Equipped)
- Re-pack Grease Type Wheel Bearings, And Replace Wheel Bearing Seals,

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 3

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: A 6,000 Miles or 6 MONTHS

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### INSTRUCTIONS (cont.)

At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)

( ) Inspect All Oil Bath Wheel Bearings Adjustment, And Check For Leaking Hub Caps Or Seals

### Air Brake System Inspection (If Applicable)

- ( ) Inspect Air Compressor And Governor Operation
- ( ) Inspect All Valves, Relays And Hoses For Leaks, Or Cracks
- ( ) Drain And Inspect Air Tanks For Leaks And Condition
- ( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- ( ) Inspect Anti-lock Brake (Abs), System And Operation
- ( ) Air Governor Adjustment-minimum 85 Psi, Maximum 130 Psi
- ( ) Check For Air Loss, Un-applied, 1 Minute 3 Psi Maximum
- ( ) Check For Air Loss, Applied, 1 Minute 3 Psi Maximum
- ( ) Drain Number 1 Air Reservoir - Test All Check Valves - Low Air Warning Devices
- ( ) Check All Tanks, Secure, Drain Operable, Drain Tanks
- ( ) Check Low Air Warning Buzzer And Light
- ( ) Check Tractor Protection Valve
- ( ) Inspect Hoses And Tubing, (Glad Hand Seals) Condition And Protection
- ( ) Check Brake Linings And Drums
- ( ) Inspect Brake Lining Condition, Record % Remaining On Repair Order.  
Replace Brake Linings If Lining Is 50% Or Less Of New.
- ( ) Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order (If Applicable)
- ( ) Lube Slack Adjusters
- ( ) Adjust Slack Adjusters (If Non-automatic Slack Adjusters)
- ( ) Emergency Stop System, Labeled, Operable
- ( ) Check Spring Brake Operation

### Hydraulic System Inspection And Service

- ( ) Inspect Reservoir, Pump And Valve Condition And Operation
- ( ) Inspect Hoses, Rams/cylinders, Valves, And Pump For Leaks
- ( ) Lubricate All Grease Fittings To Any Auxiliary Mounted Equipment.
- ( ) Check Operation And Condition Of Any Auxiliary Mounted Equipment

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

### Note:

If Vehicle Is Equipped With Air Brakes, Perform The Following:

Brake Chambers: Adjust To Manufacturer's Specifications

\*\*\* Steering Axle \*\*\*

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

Chamber Size \_\_\_\_\_max Pushrod Travel Spec\_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 4

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: A 6,000 Miles or 6 MONTHS

-----  
INSTRUCTIONS (cont.)

\*\*\* Drive Axle \*\*\*

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

\*\*\* Third Axle (If Applicable) \*\*\*

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

(Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

Tire Tread Depths: Left Side \_\_\_\_\_ Right Side \_\_\_\_\_

Left Inside \_\_\_\_\_ Right Inside \_\_\_\_\_ (If Dual Wheels)

Tire Psi: Left Side \_\_\_\_\_ Right Side \_\_\_\_\_

Left Inside \_\_\_\_\_ Right Inside \_\_\_\_\_ (If Dual Wheels)

Technician's Name: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Print Name

Technician's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Labor Standard = 01:30

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 5

### PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: B 12,000 Miles or 12 MONTH

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INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Conduct 08 Inspection With Pm Service When Applicable.

**\*\*note\*\*** On L E N C O Armored Vehicles, List Hour Meter Reading, Print Out Supplement Sheet And Perform Inspections Listed.  
In Instructions Field Type "Bear" For Lenco Bear Supplement And "Bcat" For Bearcat Supplement.

#### Road Test / Walk Around Inspection

- ( ) Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- ( ) Fire Extinguisher And Reflectors - Secured And Marked
- ( ) Check Operation Of Horn, Defrosters, Gauges, And Speedometer
- ( ) Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- ( ) Inspect Mirrors And Supports
- ( ) Inspect Window Glass Condition/operation
- ( ) Inspect Windshield Wipers, Wiper Motor Operation, Windshield Washer Operation And Top Off Washer Fluid Reservoir
- ( ) Check All Lights, Turn Signals, Mud Flaps, And Condition Of Reflectors And Reflective Tape
- ( ) Check Electrical Wiring Condition And Protection
- ( ) Check Starter Operation
- ( ) Check Operation Of All Warning Devices - Air, Oil, Temperature, And Vacuum
- ( ) Test Drive Vehicle And Evaluate
- ( ) Check Drivetrain And Engine Performance
- ( ) Check Interior Electrical And Mechanical Performance
- ( ) Check Steering, Suspension And Braking Performance
- ( ) Inspect Cage Locks And Condition (If Applicable)
- ( ) Inspect Condition Of Interior & Exterior
- ( ) Note Condition Of Paint And Body In Comment Section Of Repair Order
- ( ) Check For Proper Permits, Registration, And License Plates

#### Engine Compartment Service And Inspection

- ( ) Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- ( ) Draw Oil Sample From Engine Crankcase Oil (Min 4oz).perform Oil Analysis (Diesel Powered Units Greater Than 22k Only)
- ( ) Change Coolant Filter
- ( ) Inspect Coolant And Inhibitor Strength, Bring Up To Specifications.  
Replace Coolant With New 50/50 Mix (Coolant/water) If Campaign Is Due.
- ( ) Inspect Condition Of Radiator, Fluid, Hoses, And Tanks. Pressure Test System For Leaks.
- ( ) Check Charging And Cranking System
- ( ) Clean & Service Battery, Cables, Tray And Doors As Necessary
- ( ) Inspect Generator/alternator, Starter, Brushes, Wiring-mounting
- ( ) Inspect Air Filter, Change Or Service As Needed
- ( ) Inspect All Belts, Compressors, Fans, Engine And/or Belt Driven Accessories
- ( ) Inspect Air Lines For Leaks, Condition And Protection
- ( ) Inspect Exhaust Manifold, Flange Gaskets, Muffler And Condition

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 6

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: B 12,000 Miles or 12 MONTH

-----  
INSTRUCTIONS (cont.)

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

- Check Condition Of Diesel Particulate Filter (D.p.f.), Mounts, Sensors, And Lines (If Applicable)
- Inspect Engine Mounts
- Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Found
- Check Clutch Adjustment, Free Play And Clutch Brake (If Applicable)
- Check Throttle Linkage
- Replace Power Steering Line Filter And Suspension Filter (If Applicable)
- Adjust Valve Train As Per Manufacturer Specifications (If Campaign Is Due)

### Chassis

- Check Fifth Wheel Condition And Mounting (If Applicable)
- Lube All Grease Fittings, Door Hinges And Pivot Points, Cables, Linkages
- Inspect And Service All Add On Equipment I.e., Lift Gate, Lifts, Etc.
- Inspect Wheels For Cracks & Lug Nuts For Correct Torque. Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To Next Pm

Tread Depth Lf \_\_\_\_\_ Rf \_\_\_\_\_ Lr \_\_\_\_\_ Rr \_\_\_\_\_ Spare \_\_\_\_\_  
Lri \_\_\_\_\_ Rri \_\_\_\_\_

Psi Reading Lf \_\_\_\_\_ Rf \_\_\_\_\_ Lr \_\_\_\_\_ Rr \_\_\_\_\_ Spare \_\_\_\_\_  
Lri \_\_\_\_\_ Rri \_\_\_\_\_

- Inspect Wheel Seal For Leaks.
- Check Steering Gear And Mounting. Check Free Lash And Oil Level
- Inspect All Steering And Suspension Components For Wear And Proper Operation
- Inspect Steering Arms, Drag Links, Tie Rod Ends
- Check Frame, Cross Members For Wear, Cracks, Rust, Damage, Etc.
- Inspect Springs, Shackles, U-bolts, Kingpins, Shock Absorbers
- Check Transmission, Differential Fluid Level, Seals, And Mounting
- Inspect Drive Shaft, Universal Joints, Guards, And Support Bearings
- Inspect Fuel System, Fuel Tank(S), Mounts, Lines, And Pump Condition And Protection
- Replace Fuel Filter(S)
- Body Underside And Firewall, Air Tight And Clean
- Clean Under Carriage-if Needed

### Hydraulic Brakes

- Inspect Hydraulic Brake System For Leaks
- Inspect Brake Lining Condition, Record % Remaining On Repair Order. Replace Brake Linings If Lining Is 50% Or Less Of New.
- Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.
- Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 7

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: B 12,000 Miles or 12 MONTH

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INSTRUCTIONS (cont.)

- Inspect Power Booster (If Equipped)
- Re-pack Grease Type Wheel Bearings, And Replace Wheel Bearing Seals,  
At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)
- Inspect All Oil Bath Wheel Bearings Adjustment, And Check For Leaking Hub Caps Or Seals

Air Brake System Inspection (If Applicable)

- Inspect Air Compressor And Governor Operation
- Inspect All Valves, Relays And Hoses For Leaks, Or Cracks
- Drain And Inspect Air Tanks For Leaks And Condition
- Inspect Entire Brake Operation, Air And Mechanical Devices
- Inspect Anti-lock Brake (Abs), System And Operation
- Air Governor Adjustment-minimum 85 Psi, Maximum 130 Psi
- Check For Air Loss, Un-applied, 1 Minute 3 Psi Maximum
- Check For Air Loss, Applied, 1 Minute 3 Psi Maximum
- Drain Number 1 Air Reservoir - Test All Check Valves - Low Air Warning Devices
- Check All Tanks, Secure, Drain Operable, Drain Tanks
- Check Low Air Warning Buzzer And Light
- Check Tractor Protection Valve
- Inspect Hoses And Tubing, (Glad Hand Seals) Condition And Protection
- Check Brake Linings And Drums
- Inspect Brake Lining Condition, Record % Remaining On Repair Order.  
Replace Brake Linings If Lining Is 50% Or Less Of New.
- Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order. (If Applicable)
- Lube Slack Adjusters
- Adjust Slack Adjusters (If Non-automatic Slack Adjusters)
- Emergency Stop System, Labeled, Operable
- Check Spring Brake Operation

Hydraulic System Inspection And Service

- Inspect Reservoir, Pump And Valve Condition And Operation
- Inspect Hoses, Rams/cylinders, Valves, And Pump For Leaks
- Lubricate All Grease Fittings To Any Auxiliary Mounted Equipment.
- Check Operation And Condition Of Any Auxiliary Mounted Equipment

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Note:

If Vehicle Is Equipped With Air Brakes, Perform The Following:

Brake Chambers: Adjust To Manufacturer's Specifications

Steering Axle

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 8

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: B 12,000 Miles or 12 MONTH

-----  
INSTRUCTIONS (cont.)

Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

Tire Tread Depths: Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_

### Drive Axle

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

### Third Axle (If Applicable)

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

Tire Tread Depths: Left Side \_\_\_\_\_ Right Side \_\_\_\_\_

Left Inside \_\_\_\_\_ Right Inside \_\_\_\_\_ (If Dual Wheels)

Tire Psi: Left Side \_\_\_\_\_ Right Side \_\_\_\_\_

Left Inside \_\_\_\_\_ Right Inside \_\_\_\_\_ (If Dual Wheels)

Technician's Name: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Print Name

Technician's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Labor Standard = 02:30

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: C 24,000 Miles or 24 Month

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

Conduct 08 Inspection With Pm Service When Applicable.

**\*\*note\*\*** On L E N C O Armored Vehicles, List Hour Meter Reading, Print Out Supplement Sheet And Perform Inspections Listed.  
In Instructions Field Type "Bear" For Lenco Bear Supplement And "Bcat" For Bearcat Supplement.

#### Road Test / Walk Around Inspection

- ( ) Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls Or Other Programs
- ( ) Fire Extinguisher And Reflectors - Secured And Marked
- ( ) Check Operation Of Horn, Defrosters, Gauges, And Speedometer
- ( ) Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- ( ) Inspect Mirrors And Supports
- ( ) Inspect Window Glass Condition/operation
- ( ) Inspect Windshield Wipers, Wiper Motor Operation, Windshield Washer Operation And Top Off Washer Fluid Reservoir
- ( ) Check All Lights, Turn Signals, Mud Flaps, And Condition Of Reflectors And Reflective Tape
- ( ) Check Electrical Wiring Condition And Protection
- ( ) Check Starter Operation
- ( ) Check Operation Of All Warning Devices - Air, Oil, Temperature, And Vacuum
- ( ) Test Drive Vehicle And Evaluate
- ( ) Check Drivetrain And Engine Performance
- ( ) Check Interior Electrical And Mechanical Performance
- ( ) Check Steering, Suspension And Braking Performance
- ( ) Inspect Cage Locks And Condition (If Applicable)
- ( ) Inspect Condition Of Interior & Exterior
- ( ) Note Condition Of Paint And Body In Comment Section Of Repair Order
- ( ) Check For Proper Permits, Registration, And License Plates.

#### Engine Compartment Service And Inspection

- ( ) Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- ( ) Draw Oil Sample From Engine Crankcase Oil (Min 4oz).perform Oil Analysis  
(Diesel Powered Units Greater Than 22k Only)
- ( ) Change Coolant Filter
- ( ) Inspect Coolant And Inhibitor Strength, Bring Up To Specifications.  
Replace Coolant With New 50/50 Mix (Coolant/water) If Campaign Is Due.
- ( ) Inspect Condition Of Radiator, Fluid, Hoses, And Tanks. Pressure Test System For Leaks.
- ( ) Check Charging And Cranking System
- ( ) Clean & Service Battery, Cables, Tray And Doors As Necessary
- ( ) Inspect Generator/alternator, Starter, Brushes, Wiring-mounting
- ( ) Inspect Air Filter, Change Or Service As Needed
- ( ) Inspect All Belts, Compressors, Fans, Engine And/or Belt Driven Accessories
- ( ) Inspect Air Lines For Leaks, Condition And Protection
- ( ) Inspect Exhaust Manifold, Flange Gaskets, Muffler And Condition

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: C 24,000 Miles or 24 Month

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INSTRUCTIONS (cont.)

- ( ) Check Condition Of Diesel Particulate Filter (D.p.f.), Mounts, Sensors, And Lines (If Applicable)
- ( ) Inspect Engine Mounts
- ( ) Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Found
- ( ) Check Clutch Adjustment, Free Play And Clutch Brake (If Applicable)
- ( ) Check Throttle Linkage
- ( ) Replace Power Steering Line Filter And Suspension Filter (If Applicable)
- ( ) Adjust Valve Train As Per Manufacturer Specifications (If Campaign Is Due)

### Chassis

- ( ) Check Fifth Wheel Condition And Mounting (If Applicable)
- ( ) Lube All Grease Fittings, Door Hinges And Pivot Points, Cables, Linkages
- ( ) Inspect And Service All Add On Equipment I.e., Lift Gate, Lifts, Etc.
- ( ) Inspect Wheels For Cracks & Lug Nuts For Correct Torque. Inspect Condition Of All Tires, Record Tread Depth And Tire Pressure Readings On This Document And The Comments Section Of The Repair Order. Replace Tire If Tread Depth Is Expected To Reach 3/32 Minimum Prior To Next Pm

Tread Depth Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Lri\_\_\_\_\_ rri\_\_\_\_\_

Psi Reading Lf\_\_\_\_\_ Rf\_\_\_\_\_ Lr\_\_\_\_\_ Rr\_\_\_\_\_ Spare\_\_\_\_\_

Lri\_\_\_\_\_ rri\_\_\_\_\_

- ( ) Inspect Wheel Seal For Leaks.
- ( ) Check Steering Gear And Mounting. Check Free Lash And Oil Level
- ( ) Inspect All Steering And Suspension Components For Wear And Proper Operation
- ( ) Inspect Steering Arms, Drag Links, Tie Rod Ends
- ( ) Check Frame, Cross Members For Wear, Cracks, Rust, Damage, Etc.
- ( ) Inspect Springs, Shackles, U-bolts, Kingpins, Shock Absorbers
- ( ) Change Transmission Fluid And Filter (If Applicable)
- ( ) Change Differential(S) Gear Oil
- ( ) Inspect Drive Shaft, Universal Joints, Guards, And Support Bearings
- ( ) Inspect Fuel System, Fuel Tank(S), Mounts, Lines, And Pump Condition And Protection
- ( ) Replace Fuel Filter(S)
- ( ) Body Underside And Firewall, Air Tight And Clean
- ( ) Clean Under Carriage-if Needed

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

### Hydraulic Brakes

- ( ) Inspect Hydraulic Brake System For Leaks
- ( ) Inspect Brake Lining Condition, Record % Remaining On Repair Order. Replace Brake Linings If Lining Is 50% Or Less Of New.
- ( ) Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 11

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: C 24,000 Miles or 24 Month

---

### INSTRUCTIONS (cont.)

- ( ) Inspect Brake Hoses And Tubing Condition-protection, Check Master Cylinder And Brake Fluid Reservoir Level
- ( ) Inspect Power Booster (If Equipped)
- ( ) Re-pack Grease Type Wheel Bearings, And Replace Wheel Bearing Seals, At Each Brake Relining, Or At Every 15,000 Miles, Whichever Occurs First (If Applicable)
- ( ) Inspect All Oil Bath Wheel Bearings Adjustment, And Check For Leaking Hub Caps Or Seals

### Air Brake System Inspection (If Applicable)

- ( ) Inspect Air Compressor And Governor Operation
- ( ) Inspect All Valves, Relays And Hoses For Leaks, Or Cracks
- ( ) Drain And Inspect Air Tanks For Leaks And Condition
- ( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- ( ) Inspect Anti-lock Brake (Abs), System And Operation
- ( ) Air Governor Adjustment-minimum 85 Psi, Maximum 130 Psi
- ( ) Check For Air Loss, Un-applied, 1 Minute 3 Psi Maximum
- ( ) Check For Air Loss, Applied, 1 Minute 3 Psi Maximum
- ( ) Drain Number 1 Air Reservoir - Test All Check Valves - Low Air Warning Devices
- ( ) Check All Tanks, Secure, Drain Operable, Drain Tanks
- ( ) Check Low Air Warning Buzzer And Light
- ( ) Check Tractor Protection Valve
- ( ) Inspect Hoses And Tubing, (Glad Hand Seals) Condition And Protection
- ( ) Check Brake Linings And Drums
- ( ) Inspect Brake Lining Condition, Record % Remaining On Repair Order. Replace Brake Linings If Lining Is 50% Or Less Of New.
- ( ) Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order. (If Applicable)
- ( ) Lube Slack Adjusters
- ( ) Adjust Slack Adjusters (If Non-automatic Slack Adjusters)
- ( ) Emergency Stop System, Labeled, Operable
- ( ) Check Spring Brake Operation

### Hydraulic System Inspection And Service

- ( ) Inspect Reservoir, Pump And Valve Condition And Operation
- ( ) Inspect Hoses, Rams/cylinders, Valves, And Pump For Leaks
- ( ) Lubricate All Grease Fittings To Any Auxiliary Mounted Equipment.
- ( ) Check Operation And Condition Of Any Auxiliary Mounted Equipment

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_ Date \_\_\_\_\_

### Note:

If Vehicle Is Equipped With Air Brakes, Perform The Following:

Brake Chambers: Adjust To Manufacturer's Specifications

### Steering Axle

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 12

## PM INSTRUCTIONS

PM Group: CA HEAVY VEHICLE PM GROUP

PM Level: C 24,000 Miles or 24 Month

-----  
INSTRUCTIONS (cont.)

Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

Tire Tread Depths: Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_

Drive Axle

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

Third Axle (If Applicable)

Measured Left: \_\_\_\_\_ Adjusted To: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Adjusted To: \_\_\_\_\_

Chamber Size \_\_\_\_\_ Max Pushrod Travel Spec \_\_\_\_\_

Brake Percentages: Left: \_\_\_\_\_ Right: \_\_\_\_\_

Tire Tread Depths: Left Side \_\_\_\_\_ Right Side \_\_\_\_\_

Left Inside \_\_\_\_\_ Right Inside \_\_\_\_\_ (If Dual Wheels)

Tire Psi: Left Side \_\_\_\_\_ Right Side \_\_\_\_\_

Left Inside \_\_\_\_\_ Right Inside \_\_\_\_\_ (If Dual Wheels)

Technician's Name: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Print Name

Technician's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Labor Standard = 03:30

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 1

## PM INSTRUCTIONS

PM Group: CH HEAVY VEHICLE OVER 40,000 lbs.

PM Level: A 10,000 Miles or 6 MONTHS

---

### INSTRUCTIONS

Veh# \_\_\_\_\_

Conduct 08 Inspection With Pm Service When Applicable.

### Road Test And Evaluate

- | Ok  | Def |  |
|-----|-----|--|
| ( ) | ( ) | Verify Level Of P M Service Required, Outstanding, Campaigns, Recalls Or Other Programs          |
| ( ) | ( ) | Fire Extinguisher And Reflectors- Secured- Marked  |
| ( ) | ( ) | Horn- Defroster, Gauges, And Speedometer   |
| ( ) | ( ) | Inspect Mirror And Supports  |
| ( ) | ( ) | Inspect Windshield Wipers--- Window Cracks, Condition  |
| ( ) | ( ) | Check All Lights- Turn Signals- Reflectors, Mud Flaps  |
| ( ) | ( ) | Check Electrical Wiring- Conditions And Protection   |
| ( ) | ( ) | Check Batteries- Water, Terminals, And Cables  |
| ( ) | ( ) | Check Operation Of All Warning Indicators, E. G., Antilock Braking System, Air Bag, Brakes, Etc. |
| ( ) | ( ) | Test Drive Vehicle And Evaluate  |
| ( ) | ( ) | Check Drivetrain And Engine Performance  |
| ( ) | ( ) | Check Interior Electrical And Mechanical Performance   |
| ( ) | ( ) | Check Steering, Suspension And Braking Performance   |
| ( ) | ( ) | Inspect Interior & Exterior Condition And Operation  |

### Engine Compartment Service And Inspection

- | Ok  | Def |   |
|-----|-----|---|
| ( ) | ( ) | Change Oil And Filter, Check All Fluid Levels And Fluid Condition       |
| ( ) | ( ) | Change Coolant Filter   |
| ( ) | ( ) | Inspect Air Filter And Change When Needed                               |
| ( ) | ( ) | Inspect Fuel System And Replace Fuel Filter(S)                          |
| ( ) | ( ) | Lube All Zert Fittings, Door Hinges, And Pivot Points, Cables, Linkages |
| ( ) | ( ) | Inspect Air Filter And Change When Needed                               |
| ( ) | ( ) | Inspect & Service All Add- On Equip. I. E. Liftgate, Lifts Etc.         |
| ( ) | ( ) | Inspect Condition Of Body, Cab, Doors.                                  |
| ( ) | ( ) | Inspect Operation Of Heating And A/ C System                            |
| ( ) | ( ) | Clean And Service Battery And Battery Doors And Cables                  |
| ( ) | ( ) | Inspect Radiator Water Hoses- Condition- Tanks                          |
| ( ) | ( ) | Belts- Compressor(S), Fan And Water Pump                                |
| ( ) | ( ) | Inspect Air Lines- Leaks, Condition And Protection                      |
| ( ) | ( ) | Fuel Tanks- Lines- Pump, Condition And Protection                       |
| ( ) | ( ) | Manifold And Flange Gaskets- Muffler And Condition                      |
| ( ) | ( ) | Engine Mounts, Oil And Fuel Leaks                                       |
| ( ) | ( ) | Clutch Adjustment And Free Play   |
| ( ) | ( ) | Check Throttle Linkage, Air Filter                                      |
| ( ) | ( ) | Generator/ Alternator, Starter, Brushes And Wiring                      |

### Brakes

- | Ok  | Def |  |
|-----|-----|--|
| ( ) | ( ) | Check Tractor Protection Valve   |
| ( ) | ( ) | Check Brakes- Lining, Drums, And Adjustemnt- Near Cam Over, Pedal Ht. Hyd. |
| ( ) | ( ) | Hoses, And Tubing Condition- Protection, Hyd. Brake Reservoir Level        |
| ( ) | ( ) | Check Air Leaks And 1- Minute Brake Aplication Test, Air Loss              |
| ( ) | ( ) | Check Air Governor Adjustment- Min. 85- Max. 130 Lbs.                      |

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 2

## PM INSTRUCTIONS

PM Group: CH HEAVY VEHICLE OVER 40,000 lbs.

PM Level: A 10,000 Miles or 6 MONTHS

### INSTRUCTIONS (cont.)

- Identify Number 1 Air Tank- Drain- Test Check Valve
- All Tanks Secure, Drain Operable, Drain Tanks
- Check Tires Wheels Nuts And Studs, Cracked, Secure And Inflation, Tread
- Parking Brake- Condition And Adjustment
- Emergency Stopping System- Labeled, Operable
- Release After Loss Of Service Air- Test Anti Skid Lamp
- Check Low Air Pressure Warning Buzzer

#### \*\*\*\* Steering Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_  
Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

#### \*\*\*\* Drive Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_  
Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

#### \*\*\*\* Tag Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_  
Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

#### \*\*\*\* Chassis \*\*\*\*

Ok Def

- Check Steering And Mounting- Free Lash
- Steering Arms, Drag Links And Tie Rod Ends
- Fifth Wheel Condition And Mounting
- Springs, Shackles, And U-bolts- Torque Arms
- Check Frame, Cross Members, Cracks, Etc.
- Drive Shaft And Universal Joints
- Transmission, Differential- Mounting And Seals
- Wheel Seal Leaks, Hydraulic Brake System Leaks
- Clean Under Carriage- If Needed

#### \* Refrigeration Unit / Service And Inspection

- Correct Operation To Include Auto Start Up & Restart To Maintain Temperature
- Cycle Unit To 30f In Less Than 1 Hour
- Manual Start
- Check Belts For Leaks & Cracks
- Check Condensation Fans In Cargo Compartment
- Check Cooler & Heat Lights Operations Defrost
- Change Oil And Filter, Check All Fluid Levels And Condition
- Lube All Grease Fittings, Hinges, Pivot Hinges, Cables And Linkages
- Inspect Fuel System
- Pressure Test Cooling System And Repair Leaks As Necessary
- Inspect Entire Exhaust System
- Inspect Starting And Charging System, Service Battery, Cables And Tray

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 3

## PM INSTRUCTIONS

PM Group: CH HEAVY VEHICLE OVER 40,000 lbs.

PM Level: A 10,000 Miles or 6 MONTHS

-----  
INSTRUCTIONS (cont.)

- ( ) ( ) Inspect All Engine Belts- Condition, Loose
- ( ) ( ) Air Filter ( Inspect And Replace As Necessary)

Mechanic's Signature: \_\_\_\_\_ Emp #: \_\_\_\_\_ Date: \_\_\_\_\_

Mechanic's Signature: \_\_\_\_\_ Emp # \_\_\_\_\_ Date \_\_\_\_\_

Brake Inspection And/or Repair Performed By \_\_\_\_\_ Emp #: \_\_\_\_\_ Date: \_\_\_\_\_

Labor Standard = 00:00

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 4

## PM INSTRUCTIONS

PM Group: CH HEAVY VEHICLE OVER 40,000 lbs.

PM Level: B 20,000 Miles or 12 MONTH

---

### INSTRUCTIONS

Veh# \_\_\_\_\_

Conduct 08 Inspection With Pm When Applicable

#### Road Test

- | Ok  | Def |   |
|-----|-----|---|
| ( ) | ( ) | Verify Level Of Pm Service Required, Outstanding Campaigns, Recalls, Or Other Programs          |
| ( ) | ( ) | Fire Extinguisher And Reflectors- Secured- Marked   |
| ( ) | ( ) | Horn Defrosters, Gauges, And Speedometer  |
| ( ) | ( ) | Inspect Mirror And Supports And Speedometer   |
| ( ) | ( ) | Inspect Windshield Wipers- Window Cracks, Condition   |
| ( ) | ( ) | Check All Lights- Turn Signals- Reflectors, Mud Flaps   |
| ( ) | ( ) | Check Operation Of All Warning Indicators, E. G. Antilock Braking System, Air Bag, Brakes, Etc. |
| ( ) | ( ) | Check Electrical Wiring- Condition And Protections  |
| ( ) | ( ) | Check Batteries- Water Terminal And Cable   |
| ( ) | ( ) | Check Warning Devices- Air, Oil, And Temperature, Vacuum  |
| ( ) | ( ) | Test Drive Vehicle And Evaluate   |
| ( ) | ( ) | Check Drive Train And Engine Performance  |
| ( ) | ( ) | Check Interior Electrical And Mechanical Performance  |
| ( ) | ( ) | Check Steering, Suspension And Braking Performance  |
| ( ) | ( ) | Inspect Interior & Exterior Condition And Operation   |

#### Engine Compartment Service And Inspection

- | Ok  | Def |   |
|-----|-----|---|
| ( ) | ( ) | Change Oil And Filter, Check All Fluid Levels And Fluid Condition               |
| ( ) | ( ) | Lube All Zert Fittings, Door Hinges, And Pivot Points, Cables, Linkages.        |
| ( ) | ( ) | Inspect Air Filter And Change When Needed                                       |
| ( ) | ( ) | Inspect & Service All Add On Equipment I. E. Liftgate, Lifts. Etc.              |
| ( ) | ( ) | Inspect Condition Of Body, Cab And Doors  |
| ( ) | ( ) | Operation Of Heating And A/ C System  |
| ( ) | ( ) | Clean And Service Battery And Battery Doors And Cables                          |
| ( ) | ( ) | Replace Power Steering Line Filter And Suspension Filter ( If Applicable )      |
| ( ) | ( ) | Flushing Of Entire Cooling System Needs To Be Performed ( Every 3rd B. Service) |
| ( ) | ( ) | Inspect Radiator Water Hoses- Condition- Tanks                                  |
| ( ) | ( ) | Inspect Coolant Strength And Bring Up To Spec.                                  |
| ( ) | ( ) | Inspect Air Lines- Leaks, Condition And Protection                              |
| ( ) | ( ) | Transmission Service ( If Applicable )  |
| ( ) | ( ) | Fuel Tanks- Lines- Pump, Condition And Protection                               |
| ( ) | ( ) | Manifold And Flange Gaskets- Muffler And Condition                              |
| ( ) | ( ) | Engine Mounts, Oil And Fuel Leaks   |
| ( ) | ( ) | Clutch And Adjustment And Free Play   |
| ( ) | ( ) | Check Throttle Linkage, Air Filter  |
| ( ) | ( ) | Generator/ Alternator, Starter, Brushes And Wiring                              |

#### Brakes

- | Ok  | Def |  |
|-----|-----|--|
| ( ) | ( ) | Check Tractor Protection Valve   |
| ( ) | ( ) | Check Brakes, Lining, Drums, And Adjustment- Near Cam Cover, Pedal Ht.- Hyd. |
| ( ) | ( ) | Check Hoses, And Tubing Condition- Protection, Hyd. Brake Reservoir Level    |
| ( ) | ( ) | Check Air Leaks And 1- Min. Brake Application Test Check Valve               |

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 5

## PM INSTRUCTIONS

PM Group: CH HEAVY VEHICLE OVER 40,000 lbs.

PM Level: B 20,000 Miles or 12 MONTH

-----  
INSTRUCTIONS (cont.)

- ( ) ( ) Check Air Governor Adjustment- Min 85 Lbs.- Mas. 130 Lbs
- ( ) ( ) Identify Number 1 Air Tank- Drain- Test Check Valve
- ( ) ( ) All Tanks, Secure, Drain Operable, Drain Tanks
- ( ) ( ) Check Tires, Wheels Nuts And Stud, Cracked, Secure And Inflation Tread
- ( ) ( ) Parking Brake- Condition And Adjustement
- ( ) ( ) Emergency Stopping System- Labeled, Operable
- ( ) ( ) Release After Loss Of Service Air- Test Anti Skid Lamp
- ( ) ( ) Check Low Air Warning Buzzer

\*\*\*\* Steering Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_  
Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

\*\*\*\* Drive Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_  
Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

\*\*\*\* Tag Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_  
Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

Chassis

Ok Def

- ( ) ( ) Check Steering Gear And Mounting- Free Lash
- ( ) ( ) Steering Arms, Drag Links And Tie Rod Ends
- ( ) ( ) Fifth Wheel Condition And Mounting
- ( ) ( ) Springs, Shackles, And U-bolts- Torque Arms, Axle, Steering Gear And Transmission
- ( ) ( ) Check Frame, Cross Members, Cracks, Etc.
- ( ) ( ) Drive Shaft And Universal Joints
- ( ) ( ) Transmission, Differential- Mounting And Seals
- ( ) ( ) Wheel Seal Leaks, Hydraulic Brake System Leaks
- ( ) ( ) Clean Under Carriage- If Needed

Mechanic's Signature \_\_\_\_\_ Emp # \_\_\_\_\_ Date \_\_\_\_\_

Mechanic's Signature:\_\_\_\_\_ Emp # \_\_\_\_\_ Date \_\_\_\_\_

Brake Inspection And/or Repair Performed By \_\_\_\_\_ Emp #:\_\_\_\_\_ Date:\_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 6

## PM INSTRUCTIONS

PM Group: CH HEAVY VEHICLE OVER 40,000 lbs.

PM Level: C 40,000 Miles or 24 Month

### INSTRUCTIONS

Conduct 08 Inspection With Pm When Applicable.

Veh# \_\_\_\_\_

#### Road Test

- | Ok  | Def |  |
|-----|-----|--|
| ( ) | ( ) | Inspect Extinguisher And Reflectors- Secure- Marked  |
| ( ) | ( ) | Horn, Defroster, Gauges And Speedometer  |
| ( ) | ( ) | Inspect Mirror Supports  |
| ( ) | ( ) | Inspect Windshield Wipers- Window Cracks, Condition  |
| ( ) | ( ) | Check All Lights- Turn Signals- Reflectors, Mud Flaps  |
| ( ) | ( ) | Check Electrical Wiring- Condition And Protection  |
| ( ) | ( ) | Check Operation Of All Warning Indicators, E. G., Antilock Braking System, Air Bag, Brakes, Etc. |
| ( ) | ( ) | Check Batteries- Water Terminals And Cables  |
| ( ) | ( ) | Check Warning Devices- Air, Oil And Temperature, Vacuum  |

#### Engine Compartment Service And Inspection

- | Ok  | Def |  |
|-----|-----|--|
| ( ) | ( ) | Inspect Air Filter, Change As Needed Or Every 24,000 Miles               |
| ( ) | ( ) | Change Oil And Filter, Check All Fluid Levels And Fluid Condition        |
| ( ) | ( ) | Change Differential Gear Oil   |
| ( ) | ( ) | Inspect Fuel System And Replace Fuel Filter Or Filters                   |
| ( ) | ( ) | Replace Power Steering Line Filter & Suspension Filter ( If Applicable ) |
| ( ) | ( ) | Flushing Of Entire Cooling System Needs To Be Performed                  |
| ( ) | ( ) | Inspect Air Lines- Leaks, Condition And Protection                       |
| ( ) | ( ) | Fuel Tanks- Lines- Pump, Condition And Protection                        |
| ( ) | ( ) | Manifold And Flange Gaskets- Muffler And Condition                       |
| ( ) | ( ) | Engine Mounts, Oil And Fuel Leaks  |
| ( ) | ( ) | Clutch And Adjustment And Free Play                                      |
| ( ) | ( ) | Check Throttle Linkage, Air Filter                                       |
| ( ) | ( ) | Generator/ Alternator, Starter, Brushes And Wiring                       |
| ( ) | ( ) |  |

#### Brakes

- | Ok  | Def |   |
|-----|-----|---|
| ( ) | ( ) | Check Tractor Protection Valve  |
| ( ) | ( ) | Check Brake- Lining, Drums, And Adjustment- Near Cam Over, Pedal Ht.- Hyd |
| ( ) | ( ) | Check Hoses, And Tubing Condition- Protection, Hyd. Brake Reservoir Level |
| ( ) | ( ) | Check Air Leaks And 1- Min. Brake Application Test Check Valve Operation  |
| ( ) | ( ) | Check Air Governor Adjustment- Min 85 Lbs.- Max. 130 Lbs                  |
| ( ) | ( ) | Identify Number 1 Air Tank- Drain- Test Check Valve                       |
| ( ) | ( ) | All Tanks Secure, Drain Operable, Drain Tanks                             |
| ( ) | ( ) | Check Tires Wheels Nuts And Studs, Cracked, Secure And Inflation, Tread   |
| ( ) | ( ) | Parking Brakes- Condition And Adjustment                                  |
| ( ) | ( ) | Emergency Stopping System- Labeled, Operable                              |
| ( ) | ( ) | Release After Loss Of Service Air- Test Anti Skid Lamp                    |

\*\*\*\* Steering Axle \*\*\*\*

Measured Left: \_\_\_\_\_ Measured Right: \_\_\_\_\_ Specifications: \_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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## PM INSTRUCTIONS

PM Group: CH HEAVY VEHICLE OVER 40,000 lbs.

PM Level: C 40,000 Miles or 24 Month

-----  
INSTRUCTIONS (cont.)

Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

\*\*\*\* Drive Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_

Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

\*\*\*\* Tag Axle \*\*\*\*

Measured Left:\_\_\_\_\_ Measured Right:\_\_\_\_\_ Specifications:\_\_\_\_\_

Brake Percentages - Left:\_\_\_\_\_ Right:\_\_\_\_\_

### Chassis

Ok Def

- ( ) ( ) Check Steering Gear And Mounting- Free Lash
- ( ) ( ) Steering Arms, Drag Links And Tie Rod Ends
- ( ) ( ) Fifth Wheel Condition And Mounting
- ( ) ( ) Springs, Shackles, And U- Bolts- Torque Arm Axle, Steering Gear And Transmission
- ( ) ( ) Check Frame, Cross Members, Cracks, Etc.
- ( ) ( ) Drive Shaft And Universal Joints
- ( ) ( ) Transmission, Differential- Mounting And Seals
- ( ) ( ) Wheel Seals Leaks, Hydraulic Brake System Leaks
- ( ) ( ) Clean Undercarriage- If Needed

### \* Air Brake System Inspection

Ok Def

- ( ) ( ) Inspect Air Compressor And Governor Operation
- ( ) ( ) Inspect All Valves, And Relays And Hoses For Leaks
- ( ) ( ) Drain And Inspect Air Tanks For Leaks And Condition
- ( ) ( ) Inspect Entire Brake Operation, Air And Mechanical Devices

### \* Hydraulic System Inspection And Service

- ( ) ( ) Inspect Reservoir, Pump And Valve Condition And Operation
- ( ) ( ) Inspect Hoses, Rams, Valves, And Pump For Leaks

Mechanic's Signature \_\_\_\_\_ Emp # \_\_\_\_\_ Date \_\_\_\_\_

Mechanic's Signature:\_\_\_\_\_ Emp # \_\_\_\_\_ Date \_\_\_\_\_

Brake Inspection And/or Repair Performed By \_\_\_\_\_ Emp #:\_\_\_\_\_ Date:\_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 1

## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: A 6,000 Miles or 6 MONTHS

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_

Date \_\_\_\_\_

### Instructions

Technicians Are To Follow The Following Process To Indicate Inspected Tasks, Completed Tasks, Or Adjusted Or Repaired Items By Marking The Column Labeled As Task .

(I)= Inspected (O)= Follow-up Work Required (X)= Adjusted Or Repairs Were Made

Note: (X) Would Be Wrote Over A (O)if The Item Is Repaired Or Adjusted, And Also Documented On Additional Work Worksheet.

Technicians Are To Initial Next To Each Inspection Or Task They Complete As They Work Through The Preventive Maintenance Process.

Do This In The Colum Marked Tech

---

### Road Test / Interior Service And Inspection

#### Task Tech

- 01( ) ( ) Verify Level Of Pm Service Required, Review Records For Outstanding Campaigns, Recalls Or Other Programs
- 02( ) ( ) Check All Lights, Turn Signals, And Mud Flaps
- 03( ) ( ) Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, And Condition
- 04( ) ( ) Inspect Mirrors To Include Spot Mirrors And Supports
- 05( ) ( ) Inspect Interior Condition And Operation Of All Components
- 06( ) ( ) Check Operation Of Entrance Door
- 07( ) ( ) Test Drive Vehicle And Evaluate General Performance
- 08( ) ( ) Test Anti-skid Brake System If Equipped
- 09( ) ( ) Fire Extinguisher And Reflectors - Secured And Tagged And Fully Charged, List Charge Status  
Ext 1 \_\_\_\_\_ Ext 2 \_\_\_\_\_
- 10( ) ( ) Check Operation Of Air & Elect. Horns, And Back-up Alarm Systems, Speedometer, And Gauges
- 11( ) ( ) Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- 12( ) ( ) Para Transit Type Vehicles - Inspect All Wheelchair Tie Down Straps, Shoulder Belts, Mechanical Latches And Floor Anchors.
- 13( ) ( ) Check Interior Electrical Wiring Condition And Protection
- 14( ) ( ) Check Operation Of All Warning Devices - Air, Oil, And Temperature, Vacuum
- 15( ) ( ) Inspect Air Compressor And Governor Operation
- 16( ) ( ) Check Low Air Warning Buzzer And Light
- 17( ) ( ) Perform Air Governor Test (Minimum 85 Psi, And Maximum 130 Psi
- 18( ) ( ) Check For Air Loss, Un-applied, 1 Minute 3 Psi Maximum
- 19( ) ( ) Check For Air Loss, Applied, 1 Minute 3 Psi Maximum
- 20( ) ( ) Check For A Loss Of Service Air Condition Initiates
- 21( ) ( ) Check Emergency Stop System, Ensure It Is Properly Labeled, And Operational
- 22( ) ( ) Drain Number 1 Air Reservoir - Test All Check Valves Low Air Warning Devices
- 23( ) ( ) Check Drive Train And Engine Performance
- 24( ) ( ) Check Interior Electrical And Mechanical Performance Of All Components
- 25( ) ( ) Check Steering, Suspension And Braking Performance
- 26( ) ( ) Inspect Cage Locks And Condition

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

PAGE 2

### PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: A 6,000 Miles or 6 MONTHS

---

#### INSTRUCTIONS (cont.)

- 27( ) ( ) Inspect Condition Of Body, Cab And Doors To Include Emergency Exits And Baggage Doors
- 28( ) ( ) Note Condition Of Paint / Decals, And Body On Additional Worksheet, And In The Comments Section Of Repair Order
- 29( ) ( ) Check Operation Of Heater And Defrosters Systems
- 30( ) ( ) Check Operation Of A/c System
- 31( ) ( ) Remove Inspect And Clean A/c Evaporator Filter
- 32( ) ( ) Test Amerex Fire Suppression System
- 33( ) ( ) Check Diesel Exhaust Fluid (Def) Level, And Top Off (If Equipped)
- 34( ) ( ) Lube All Grease Fittings, Door Hinges And Pivot Points,  
Cables, Linkages Accessible While The Vehicle Is On The Ground

---

#### Engine Compartment / Under Vehicle, Service And Inspection

##### Task Tech

- 35( ) ( ) Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- 36( ) ( ) Change Coolant Filter, If Required
- 37( ) ( ) Inspect Coolant And Inhibitor Strength, Bring Up To  
Specifications. Replace Coolant With New 50/50 Mix  
(Coolant/water), If Campaign Is Due. Write Up On  
As Additional Work
- 38( ) ( ) Inspect Fuel System And Replace Fuel Filters If Required
- 39( ) ( ) Check Charging And Cranking System
- 40( ) ( ) Clean & Service Battery And Battery Doors, Cables, And  
Tray As Necessary
- 41( ) ( ) Inspect Generator/alternator, Starter, Brushes, And  
Wiring-mounting
- 42( ) ( ) Inspect Air Filter And Change And/or Service As Needed
- 43( ) ( ) Inspect Exhaust System. Check Manifold And Flange  
Gaskets-muffler And Condition
- 44( ) ( ) Inspect Condition Of Radiator, Fluid, Hoses, And Tanks
- 45( ) ( ) Inspect All Belts, Compressors, Fans, Engine And/or  
Belt Driven Accessories
- 46( ) ( ) Inspect Air Lines-leaks, Condition And Protection
- 47( ) ( ) Inspect Exhaust Manifold And Flange Gaskets-muffler And  
Condition
- 48( ) ( ) Inspect Diesel Particulate Filter (Dpf) And Components,  
Lines And Sensors
- 49( ) ( ) Inspect Engine Mounts
- 50( ) ( ) Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Found
- 51( ) ( ) Check Throttle Linkage, Or Electronic Throttle  
Components And Wiring
- 52( ) ( ) Draw Oil Sample From Engine Crankcase Oil (Min 4oz).  
Prepare Sample To Go To Lab For Oil Analysis.

---

#### Tires And Wheel Inspection

##### Task Tech

- 53( ) ( ) check Condition Of All Tires, For Cuts, Damage, Separations, And Wear

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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PAGE 3

## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: A 6,000 Miles or 6 MONTHS

---

### INSTRUCTIONS (cont.)

- 54( ) ( ) inspect Wheels, Nuts, And Axle Flange Nuts For Cracks And Looseness
- 55( ) ( ) inspect Tire Tread Depths And Record Below. Write Any  
Tire Up For Replacement If Tire Tread Depth Is Expected  
To Reach 3/32 Or Less Prior To The Next Pm.
- 56( ) ( ) check Tire Air Pressure, And Record Below. Adjust  
Tire Air Pressure If Needed.

---

### \*\*\*\*\* Tire Measurements \*\*\*\*\*

Left Ft.	Record ( ) Tread 32nd _____	Right Ft. ( ) Tread 32nd _____
Left Ft.	( ) Psi	Right Ft. ( ) Psi
Left Rr. ( ) ( ) tread 32nd _____	Record ( ) tread 32nd _____	Right Rr. ( ) ( ) tread 32nd _____
Left Rr. ( ) ( ) psi		Right Rr. ( ) ( ) psi
Left Tag ( ) Tread 32nd _____		Right Tag ( ) Tread 32nd _____
Left Tag ( ) Psi		Right Tag ( ) Psi
Spare ( ) Tread 32nd _____		
Spare ( ) Psi		

### Task Tech

- 57( ) ( ) Check Torque Of Lug Nuts Adjust To 475 Ft. Lbs.  
(Document Completion Of Task Below With Supervisor)

Technician Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

Supervision Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

### Under Chassis Inspection And Lubrication

### Task Tech

- 58( ) ( ) Clean Under Carriage And Engine Compartment If Needed
- 59( ) ( ) Inspect Wheel Seals For Leaks. Inspect Hydraulic Brake System For Leaks

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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PAGE 4

## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: A 6,000 Miles or 6 MONTHS

---

### INSTRUCTIONS (cont.)

- 60( ) ( ) Check Oil Level In Front Hubs, And On Tag Axle Hubs
- 61( ) ( ) Check Steering Gear And Mounting. Check Free Lash And Oil Level
- 62( ) ( ) Inspect Steering Arms, Drag Links, And Tie Rod Ends
- 63( ) ( ) Check Frame, Cross Members For Wear, Cracks, Rust, Damage, Etc.
- 64( ) ( ) Inspect Springs, Shackles, U-bolts, Kingpins, Shock Absorbers, And Suspension Air Bags
- 65( ) ( ) Check Transmission, Differential Fluid Level, Seals, And Mounting
- 66( ) ( ) Inspect Drive Shaft, Universal Joints, And Guards
- 67( ) ( ) Fuel Tanks, Lines, Pumps Condition, Mounts, For Leaks
- 68( ) ( ) Body Underside And Firewall, Air Tight And Clean
- 69( ) ( ) Check Parking Brake Condition And Adjustment (If Applicable)
- 70( ) ( ) Check All Air Tanks, Secure Mounts, Air Tank Drains Are Operable
- 71( ) ( ) Lube Underside Of Chassis (Except Slack Adjusters)

---

Brakes: Drum Type? ( ) Yes ( ) No

If Yes, Continue With This Section. If No, Continue To Disc Brake Section

#### Task Tech

- 72( ) ( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- 73( ) ( ) Inspect Hoses And Tubing, Condition And Protection
- 74( ) ( ) Inspect All Valves, Relays And Hoses For Leaks
- 75( ) ( ) Drain And Inspect Air Tanks For Leaks And Condition
- 76( ) ( ) Check Brake-linings, Drums And Condition. List Measurements Below Before And After Adjustment.
- 77( ) ( ) Adjust Brakes Only If Not Equipped With Auto Slack Adjusters, Or Disc Brakes Systems (If Found Out Of Spec)
- 78( ) ( ) Inspect Brake Lining Condition, Thickness. Record Remaining Brake Percentage.  
\*\* Note\*\* Write Up Brakes For Replacement If Brake Linings Is 50% Or Less Of New.
- 79( ) ( ) Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.
- 80( ) ( ) Lube Slack Adjusters

---

\*\*\*\*\* Drum Brake Information \*\*\*\*\*

Is This Vehicle Equipped With Auto-slack Adjusters? ( )yes ( )no

Front Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

Left Ft. Lining ( %) Right Ft. Lining ( %)

Brake Travel

Brake Travel

Front Rod Travel ( ) (Before) Travel ( ) (Before)

Front Rod Travel ( ) (After) Travel ( ) (After)

Manual Slack Adjusters

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: A 6,000 Miles or 6 MONTHS

INSTRUCTIONS (cont.)

Drive Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

	L/rear/drive	R/rear/drive	
Rear Lining	(    %)	(    %)	
	Brake Travel	Brake Travel	
Rod Travel	(       ) (Before)	(       ) (Before)	
Rod Travel	(       ) (After)	(       ) (After)	
Manual Slack Adjuster			

Tag Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

	(       %)	(       %)	
Tag Lining			
Tag Rod Travel	(       ) (Before)	(       ) (Before)	
Tag Rod Travel	(       ) (After)	(       ) (After)	
Manual Slack Adjusters			

\*\*\* Reminder\*\*\*

Brake Inspections Must Be Inspected / Documented By 2 Technicians & Signed Off By Supervisor Without Exception.

P. M. Technician Signature\_\_\_\_\_ Emp. # \_\_\_\_\_

Inspecting Technician Signature\_\_\_\_\_ Emp. # \_\_\_\_\_

Supervision Signature\_\_\_\_\_ Date \_\_\_\_\_

Brakes: Disc Type?    (    ) Yes    (    ) No

If Yes, Continue With Section Below

- |    |     | Task | Tech |   |
|----|-----|------|------|---|
| 81 | ( ) | ( )  |      | Inspect Entire Brake Operation, Air And Mechanical Devices                                |
| 82 | ( ) | ( )  |      | Inspect Hoses And Tubing, Condition And Protection  |
| 83 | ( ) | ( )  |      | Inspect All Valves, Relays And Hoses For Leaks  |
| 84 | ( ) | ( )  |      | Drain And Inspect Air Tanks For Leaks And Condition                                       |
| 85 | ( ) | ( )  |      | Inspect Condition And Functions Of Calipers, Mounting Hardware, And Hubs                  |
| 86 | ( ) | ( )  |      | Inspect Air Chamber (Brake Cans) Condition And Mounts                                     |
| 87 | ( ) | ( )  |      | Inspect Overall Condition Of Rotors   |
| 88 | ( ) | ( )  |      | Check For Bluing, And Signs Of Brake Over Heating   |
| 89 | ( ) | ( )  |      | Check For Deep Heat Cracks That May Enter The Center Cooling Fins Of The Rotor            |
| 90 | ( ) | ( )  |      | Check For Grooving On Rotors. (Grooves Not To Exceed 0.2 In. At Any Location On The Rotor |
| 91 | ( ) | ( )  |      | Check To Ensure Brake Pads And Rotors Are Evenly Wearing                                  |
| 92 | ( ) | ( )  |      | Measure Brake Pad Indicator Pin Extrusion From The Housing, And List Below.               |
- If Pin Extrusion Is Less Than 10 Mm (50% Or Less Brake Life), Write Up The Brake Pads For Replacement





# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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PAGE 8

## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: B 12,000 Miles or 12 Month

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### INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_

Date \_\_\_\_\_

### Instructions

Technicians Are To Follow The Following Process To Indicate Inspected Tasks, Completed Tasks, Or Adjusted Or Repaired Items By Marking The Colum Labeled As Task.

(I)= Inspected

(O)= Follow-up Work Required

(X)= Adjusted Or Repairs Were Made

Note: X Would Be Wrote Over A (O)if The Item Is Repaired Or Adjusted, And Also Documented On Additional Work Worksheet.

Technicians Are To Initial Next To Each Inspection Or Task They Complete As They Work Through The Preventive Maintenance Process. Do This In The Colum Marked Tech

---

### Road Test / Interior Service And Inspection

Task Tech

- 01( ) ( ) Verify Level Of Pm Service Required, Review Records For Outstanding Campaigns, Recalls Or Other Programs
- 02( ) ( ) Check All Lights, Turn Signals, And Mud Flaps
- 03( ) ( ) Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, And Condition
- 04( ) ( ) Inspect Mirrors To Include Spot Mirrors And Supports
- 05( ) ( ) Inspect Interior Condition And Operation Of All Components
- 06( ) ( ) Check Operation Of Entrance Door
- 07( ) ( ) Test Drive Vehicle And Evaluate General Performance
- 08( ) ( ) Test Anti-skid Brake System If Equipped
- 09( ) ( ) Fire Extinguisher And Reflectors - Secured And Tagged And Fully Charged, List Charge Status Ext 1 \_\_\_\_\_ Ext 2 \_\_\_\_\_
- 10( ) ( ) Check Operation Of Air & Elect. Horns, And Back-up Alarm Systems, Speedometer, And Gauges
- 11( ) ( ) Inspect Lap/shoulder Belts And Seat Latches For Wear And Proper Operation
- 12( ) ( ) Para Transit Type Veh. - Inspect All Wheelchair Tie Down Straps, Shoulder Belts, Mechanical Latches & Floor Anchors
- 13( ) ( ) Check Interior Electrical Wiring Condition And Protection
- 14( ) ( ) Check Operation Of All Warning Devices - Air, Oil, And Temperature, Vacuum
- 15( ) ( ) Inspect Air Compressor And Governor Operation
- 16( ) ( ) Check Low Air Warning Buzzer And Light
- 17( ) ( ) Perform Air Governor Test (Minimum 85 Psi, And Maximum 130 Psi)
- 18( ) ( ) Check For Air Loss, Un-applied, 1 Minute 3 Psi Maximum
- 19( ) ( ) Check For Air Loss, Applied, 1 Minute 3 Psi Maximum
- 20( ) ( ) Check For A Loss Of Service Air Condition Initiates
- 21( ) ( ) Check Emergency Stop System, Ensure It Is Properly Labeled, And Operational
- 22( ) ( ) Drain Number 1 Air Reservoir - Test All Check Valves Low Air Warning Devices
- 23( ) ( ) Check Drive Train And Engine Performance
- 24( ) ( ) Check Interior Electrical And Mechanical Performance Of All Components
- 25( ) ( ) Check Steering, Suspension And Braking Performance
- 26( ) ( ) Inspect Cage Locks And Condition

# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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### PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: B 12,000 Miles or 12 Month

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#### INSTRUCTIONS (cont.)

- 27( ) ( ) Inspect Condition Of Body, Cab And Doors To Include Emergency Exits And Baggage Doors
- 28( ) ( ) Note Condition Of Paint / Decals, And Body On Additional Worksheet, And In The Comments Section Of Repair Order
- 29( ) ( ) Check Operation Of Heater And Defrosters Systems
- 30( ) ( ) Check Operation Of A/c System
- 31( ) ( ) Remove Inspect And Clean A/c Evaporator Filter
- 32( ) ( ) Test Amerex Fire Suppression System
- 33( ) ( ) Check Diesel Exhaust Fluid (Def) Level, And Top Off (If Equipped)
- 34( ) ( ) Lube All Grease Fittings, Door Hinges & Pivot Points, Cables, Linkages Accessible While The Vehicle Is On The Ground

---

#### Engine Compartment / Under Vehicle, Service And Inspection

##### Task Tech

- 35( ) ( ) Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- 36( ) ( ) Change Coolant Filter, If Required
- 37( ) ( ) Inspect Coolant And Inhibitor Strength, Bring Up To Specifications.  
Replace Coolant With New 50/50 Mix (Coolant/water), If Campaign Is Due. Write Up On As Additional Work
- 38( ) ( ) Inspect Fuel System And Replace Fuel Filters
- 39( ) ( ) Check Charging And Cranking System
- 40( ) ( ) Clean & Service Battery And Battery Doors, Cables, And Tray As Necessary
- 41( ) ( ) Inspect Generator/alternator, Starter, Brushes, And Wiring-mounting
- 42( ) ( ) Inspect Air Filter And Change And/or Service As Needed
- 43( ) ( ) Inspect Exhaust System. Check Manifold And Flange Gaskets-muffler And Condition
- 44( ) ( ) Inspect Condition Of Radiator, Fluid, Hoses, And Tanks
- 45( ) ( ) Inspect All Belts, Compressors, Fans, Engine And/or Belt Driven Accessories
- 46( ) ( ) Inspect Air Lines-leaks, Condition And Protection
- 47( ) ( ) Inspect Exhaust Manifold And Flange Gaskets-muffler And Condition
- 48( ) ( ) Inspect Diesel Particulate Filter (Dpf) And Components, Lines And Sensors
- 49( ) ( ) Inspect Engine Mounts
- 50( ) ( ) Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Found
- 51( ) ( ) Check Throttle Linkage, Or Electronic Throttle Components And Wiring
- 52( ) ( ) Draw Oil Sample From Engine Crankcase Oil (Min 4oz). Prepare Sample To Go To Lab For Oil Analysis.

---

#### Tires And Wheel Inspection

##### Task Tech

- 53( ) ( ) Check Condition Of All Tires, For Cuts, Damage, Separations, And Wear
- 54( ) ( ) Inspect Wheels, Nuts, And Axle Flange Nuts For Cracks And Looseness
- 55( ) ( ) Inspect Tire Tread Depths And Record Below.  
Write Any Tire Up For Replacement If Tire Tread Depth Is Expected To Reach 3/32 Or Less Prior To The Next Pm.
- 56( ) ( ) Check Tire Air Pressure, And Record Below. Adjust Tire Air Pressure If Needed.

---

\*\*\*\*\* Tire Measurements \*\*\*\*\*

Left Ft. ( ) Tread 32nd Right Ft.( ) Tread 32nd

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: B 12,000 Miles or 12 Month

---

### INSTRUCTIONS (cont.)

Left Ft. ( ) Psi Right Ft.( ) Psi

Left Rr. ( ) ( ) tread 32nd Right Rr. ( ) ( ) tread 32nd

Left Rr. ( ) ( ) psi Right Rr. ( ) ( ) psi

Left Tag ( ) Tread 32nd Right Tag ( ) Tread 32nd

Left Tag ( ) Psi Right Tag ( ) Psi

Spare ( ) Tread 32nd

Spare ( ) Psi

Incomp. Comp.

57( )( ) Check Torque Of Lug Nuts Adjust To 475 Ft. Lbs.

(Document Completion Of Task Below With Supervisor)

Technician Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

Supervision Signature \_\_\_\_\_ Date \_\_\_\_\_

### Under Chassis Inspection And Lubrication

#### Task Tech

- 58( )( ) Clean Under Carriage And Engine Compartment If Needed
- 59( )( ) Inspect Wheel Seals For Leaks. Inspect Hydraulic Brake System For Leaks
- 60( )( ) Check Oil Level In Front Hubs, And On Tag Axle Hubs
- 61( )( ) Check Steering Gear And Mounting. Check Free Lash And Oil Level
- 62( )( ) Inspect Steering Arms, Drag Links, And Tie Rod Ends
- 63( )( ) Check Frame, Cross Members For Wear, Cracks, Rust, Damage, Etc.
- 64( )( ) Inspect Springs, Shackles, U-bolts, Kingpins, Shock Absorbers, And Suspension Air Bags
- 65( )( ) Check Transmission, Differential Fluid Level, Seals, And Mounting
- 66( )( ) Inspect Drive Shaft, Universal Joints, And Guards
- 67( )( ) Fuel Tanks, Lines, Pumps Condition, Mounts, For Leaks
- 68( )( ) Body Underside And Firewall, Air Tight And Clean
- 69( )( ) Check Parking Brake Condition And Adjustment (If Applicable)
- 70( )( ) Check All Air Tanks, Secure Mounts, Air Tank Drains Are Operable,
- 71( )( ) Lube Underside Of Chassis (Except Slack Adjusters)

---

Brakes: Drum Type? ( ) Yes ( ) No

If Yes, Continue With Section Below. If No, Continue To Disc Brake Section

#### Task Tech

- 72( )( ) Inspect Entire Brake Operation, Air And Mechanical Devices
- 73( )( ) Inspect Hoses And Tubing, Condition And Protection

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: B 12,000 Miles or 12 Month

---

### INSTRUCTIONS (cont.)

- 74( ) ( ) Inspect All Valves, Relays And Hoses For Leaks
- 75( ) ( ) Drain And Inspect Air Tanks For Leaks And Condition
- 76( ) ( ) Check Brake-linings, Drums And Condition. List Measurements Below Before And After Adjustment.
- 77( ) ( ) Adjust Brakes Only If Not Equipped With Auto Slack Adjusters, Or Disc Brakes Systems (If Found Out Of Spec)
- 78( ) ( ) Inspect Brake Lining Condition, Thickness. Record Remaining Brake Percentage.  
    \*\* Note\*\* Write Up Brakes For Replacement If Brake Linings Is 50% Or Less Of New.
- 79( ) ( ) Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.
- 80( ) ( ) Lube Slack Adjusters

---

### \*\*\*\*\* Drum Brake Information \*\*\*\*\*

Is This Vehicle Equipped With Auto-slack Adjusters? ( )yes ( )no

Front Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

Left Ft. Lining ( %) Right Ft. Lining ( %)

#### Brake Travel

Front Rod Travel ( ) (Before) Travel ( ) (Before)

Front Rod Travel ( ) (After) Travel ( ) (After)

#### Manual Slack Adjusters

Drive Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

Rear Lining - Left Drive ( %) Right Drive ( %)

#### Brake Travel

Rod Travel ( ) (Before) ( ) (Before)

Rod Travel ( ) (After) ( ) (After)

#### Manual Slack Adjusters

#### Brake Travel

Tag Brake Can Model\_\_\_\_\_

Max. Travel Allowed\_\_\_\_\_

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: B 12,000 Miles or 12 Month

-----  
INSTRUCTIONS (cont.)

Tag Lining (    %) (    %)

Tag Rod Travel (    ) (Before) (    ) (Before)

Tag Rod Travel (    ) (After) (    ) (After)

Manual Slack Adjusters

\*\*\* Reminder\*\*\*

Brake Inspections Must Be Inspected / Documented By 2 Technicians & Signed Off By Supervisor Without Exception.

P. M. Technician Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

Inspecting Technician Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

Supervision Signature \_\_\_\_\_ Date \_\_\_\_\_

Brakes: Disc Type? (    ) Yes (    ) No

If Yes, Continue With Section Below

Task    Tech

81(    )(    ) Inspect Entire Brake Operation, Air And Mechanical Devices

82(    )(    ) Inspect Hoses And Tubing, Condition And Protection

83(    )(    ) Inspect All Valves, Relays And Hoses For Leaks

84(    )(    ) Drain And Inspect Air Tanks For Leaks And Condition

85(    )(    ) Inspect Condition And Functions Of Calipers, Mounting Hardware, And Hubs

86(    )(    ) Inspect Air Chamber (Brake Cans) Condition And Mounts

87(    )(    ) Inspect Overall Condition Of Rotors

88(    )(    ) Check For Bluing, And Signs Of Brake Over Heating

89(    )(    ) Check For Deep Heat Cracks That May Enter The Center Cooling Fins Of The Rotor

90(    )(    ) Check For Grooving On Rotors. (Grooves Not To Exceed 0.2 In. At Any Location On The Rotor

91(    )(    ) Check To Ensure Brake Pads And Rotors Are Evenly Wearing

92(    )(    ) Measure Brake Pad Indicator Pin Extrusion From The Housing, And List Below.

    If Pin Extrusion Is Less Than 10 Mm (50% Or Less Brake Life), Write Up The Brake Pads For Replacement

-----  
\*\*\*\*\* Disc Brake Information \*\*\*\*\*

Left Ft. pad Pin Extr. (    ) Right Ft. Pad Pin Extr. (    )

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: B 12,000 Miles or 12 Month

-----  
INSTRUCTIONS (cont.)

Left Rear Pad Pin Extr. (     ) Right Rear Pad Pin Extr. (     )

Left Tag Pad Pin Extr. (     ) Right Tag Pad Pin Extr. (     )

\*\*\* Reminder\*\*\*

Brake Inspections Must Be Inspected / Documented By 2 Technicians & Signed Off By Supervisor Without Exception.

P. M. Technician Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

Inspecting Technician Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

Supervision Signature \_\_\_\_\_ Date \_\_\_\_\_

### Hydraulic System Inspection And Service

Task Tech

- 93(    )(    ) Inspect And Service All Add On Equipment I.e., Lift Gate, Wheel Chair Lifts, Etc.
- 94(    )(    ) Inspect Reservoir, Pump And Valve Condition And Operation
- 95(    )(    ) Inspect Hoses, Rams, Valves And Pump For Leaks
- 96(    )(    ) Lubricate All Grease Fittings To Any Auxiliary Mounted Equipment
- 97(    )(    ) Check Operation And Condition Of Any Auxiliary Mounted Equipment

Pm Inspection Completed By;

Technician's Name \_\_\_\_\_ Employee # \_\_\_\_\_

Please Print

Technician's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Time Standard For This Task

\* Vehicles Up To 2006: 2.5 Hours

\* Vehicles 2007 To 2008: 2.3 Hours

\* Vehicles 2009 And Later Model Years: 3.3 Hours



# ATTACHMENT 5

## PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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LASD FLEET MANAGEMENT

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### PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: C 24,000 Miles or 24 Month

-----  
INSTRUCTIONS

Vehicle # \_\_\_\_\_ Mileage \_\_\_\_\_

Date \_\_\_\_\_

Instructions

Technicians Are To Follow The Following Process To Indicate Inspected Tasks, Completed Tasks, Or Adjusted Or Repaired Items By Marking The Colum Labeled As Task .

- (I)= Inspected
- (O)= Follow-up Work Required
- (X)= Adjusted Or Repairs Were Made

Note: X Would Be Wrote Over A (O)if The Item Is Repaired Or Adjusted, And Also Documented On Additional Work Worksheet.  
Technicians Are To Initial Next To Each Inspection Or Task They Complete As They Work Through The Preventive Maintenance Process.  
Do This In The Colum Marked Tech

Road Test / Interior Service And Inspection

- | Task | Tech    |  |
|------|---------|--|
| 01   | ( ) ( ) | Verify Level Of Pm Service Required, Review Records For Outstanding Campaigns, Recalls Or Other Programs             |
| 02   | ( ) ( ) | Check All Lights, Turn Signals, And Mud Flaps  |
| 03   | ( ) ( ) | Inspect Windshield Wipers And Wiper Operation, Check All Glass For Cracks, And Condition                             |
| 04   | ( ) ( ) | Inspect Mirrors To Include Spot Mirrors And Supports   |
| 05   | ( ) ( ) | Inspect Interior Condition And Operation Of All Components   |
| 06   | ( ) ( ) | Check Operation Of Entrance Door   |
| 07   | ( ) ( ) | Test Drive Vehicle And Evaluate General Performance  |
| 08   | ( ) ( ) | Test Anti-skid Brake System If Equipped  |
| 09   | ( ) ( ) | Fire Extinguisher & Reflectors - Secured And Tagged And Fully Charged, List Charge Status Ext 1 _____ Ext 2 _____    |
| 10   | ( ) ( ) | Check Operation Of Air & Elect. Horns, And Back-up Alarm Systems Speedometer, And Gauges                             |
| 11   | ( ) ( ) | Inspect Lap/shoulder Belts And Seat Latches For Wear Andproper Operation   |
| 12   | ( ) ( ) | Para Transit Type Veh. - Inspect All Wheelchair Tie Down Straps, Shoulder Belts, Mechanical Latches & Floor Anchors. |
| 13   | ( ) ( ) | Check Interior Electrical Wiring Condition And Protection  |
| 14   | ( ) ( ) | Check Operation Of All Warning Devices - Air, Oil, And Temperature, Vacuum   |
| 15   | ( ) ( ) | Inspect Air Compressor And Governor Operation  |
| 16   | ( ) ( ) | Check Low Air Warning Buzzer And Light   |
| 17   | ( ) ( ) | Perform Air Governor Test (Minimum 85 Psi, And Maximum 130 Psi)  |
| 18   | ( ) ( ) | Check For Air Loss, Un-applied, 1 Minute 3 Psi Maximum   |
| 19   | ( ) ( ) | Check For Air Loss, Applied, 1 Minute 3 Psi Maximum  |
| 20   | ( ) ( ) | Check For A Loss Of Service Air Condition Initiates  |
| 21   | ( ) ( ) | Check Emergency Stop System, Ensure It Is Properly Labeled, And Operational  |
| 22   | ( ) ( ) | Drain Number 1 Air Reservoir - Test All Check Valves Low Air Warning Devices   |
| 23   | ( ) ( ) | Check Drive Train And Engine Performance   |
| 24   | ( ) ( ) | Check Interior Electrical And Mechanical Performance Of All Components   |
| 25   | ( ) ( ) | Check Steering, Suspension And Braking Performance   |
| 26   | ( ) ( ) | Inspect Cage Locks And Condition   |
| 27   | ( ) ( ) | Inspect Condition Of Body, Cab And Doors To Include Emergency Exits And Baggage Doors                                |

# ATTACHMENT 5 PREVENTIVE MAINTENANCE AND OTHER INSPECTION CHECKLISTS

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## PM INSTRUCTIONS

PM Group: DA BUS PM. GROUP

PM Level: C 24,000 Miles or 24 Month

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### INSTRUCTIONS (cont.)

- 28( ) ( ) Note Condition Of Paint / Decals, And Body On Additional Worksheet, And In The Comments Section Of Repair Order
- 29( ) ( ) Check Operation Of Heater And Defrosters Systems
- 30( ) ( ) Check Operation Of A/c System
- 31( ) ( ) Remove Inspect And Clean A/c Evaporator Filter
- 32( ) ( ) Test Amerex Fire Suppression System
- 33( ) ( ) Check Diesel Exhaust Fluid (Def) Level, And Top Off (If Equipped)
- 34( ) ( ) Lube All Grease Fittings, Door Hinges & Pivot Points, Cables, Linkages Accessible While The Vehicle Is On The Ground

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### Engine Compartment / Under Vehicle, Service And Inspection

#### Task Tech

- 35( ) ( ) Change Oil And Filter, Check All Fluid Levels And Fluid Condition
- 36( ) ( ) Change Coolant Filter, If Required
- 37( ) ( ) Inspect Coolant And Inhibitor Strength, Bring Up To Specifications.  
Replace Coolant With New 50/50 Mix (Coolant/water), If Campaign Is Due. Write Up On As Additional Work
- 38( ) ( ) Inspect Fuel System And Replace Fuel Filters
- 39( ) ( ) Check Charging And Cranking System
- 40( ) ( ) Clean & Service Battery And Battery Doors, Cables, And Tray As Necessary
- 41( ) ( ) Inspect Generator/alternator, Starter, Brushes, And Wiring-mounting
- 42( ) ( ) Inspect Air Filter And Change And/or Service As Needed
- 43( ) ( ) Inspect Exhaust System. Check Manifold And Flange Gaskets-muffler And Condition
- 44( ) ( ) Inspect Condition Of Radiator, Fluid, Hoses, And Tanks
- 45( ) ( ) Inspect All Belts, Compressors, Fans, Engine And/or Belt Driven Accessories
- 46( ) ( ) Inspect Air Lines-leaks, Condition And Protection
- 47( ) ( ) Inspect Exhaust Manifold And Flange Gaskets-muffler And Condition
- 48( ) ( ) Inspect Diesel Particulate Filter (Dpf) And Components, Lines And Sensors
- 49( ) ( ) Inspect Engine Mounts
- 50( ) ( ) Check For Fluid Leaks (Oil, Water, Fuel, Etc.) Repair If Found
- 51( ) ( ) Check Throttle Linkage, Or Electronic Throttle Components And Wiring
- 52( ) ( ) Draw Oil Sample From Engine Crankcase Oil (Min 4oz). Prepare Sample To Go To Lab For Oil Analysis.

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### Tires And Wheel Inspection

#### Task Tech

- 53( ) ( ) Check Condition Of All Tires, For Cuts, Damage, Separations, And Wear
- 54( ) ( ) Inspect Wheels, Nuts, And Axle Flange Nuts For Cracks And Looseness
- 55( ) ( ) Inspect Tire Tread Depths And Record Below.  
Write Any Tire Up For Replacement If Tire Tread Depth Is Expected To Reach 3/32 Or Less Prior To The Next Pm.
- 56( ) ( ) Check Tire Air Pressure, And Record Below. Adjust Tire Air Pressure If Needed.

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\*\*\*\*\* Tire Measurements \*\*\*\*\*

#### Record

Left Ft. ( ) Tread 32nd Right Ft.( ) Tread 32nd

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## PM INSTRUCTIONS

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### INSTRUCTIONS (cont.)

Left Ft. ( ) Psi Right Ft.( ) Psi

Left Rr. ( ) ( )tread 32nd Right Rr. ( ) ( )tread 32nd

Left Rr. ( ) ( )psi Right Rr. ( ) ( )psi

Left Tag ( ) Tread 32nd Right Tag ( ) Tread 32nd

Left Tag ( ) Psi Right Tag ( ) Psi

Spare ( ) Tread 32nd

Spare ( ) Psi

Incomp. Comp.

57( ) ( )check Torque Of Lug Nuts Adjust To 475 Ft. Lbs.

(Document Completion Of Task Below With Supervisor)

Technician Signature \_\_\_\_\_ Emp. # \_\_\_\_\_

Supervision Signature \_\_\_\_\_ Date \_\_\_\_\_

### Under Chassis Inspection And Lubrication

Task Tech

- 58( )( ) Clean Under Carriage And Engine Compartment If Needed
- 59( )( ) Inspect Wheel Seals For Leaks. Inspect Hydraulic Brake System For Leaks
- 60( )( ) Check Oil Level In Front Hubs, And On Tag Axle Hubs
- 61( )( ) Check Steering Gear And Mounting. Check Free Lash And Oil Level
- 62( )( ) Inspect Steering Arms, Drag Links, And Tie Rod Ends
- 63( )( ) Check Frame, Cross Members For Wear, Cracks, Rust, Damage, Etc.
- 64( )( ) Inspect Springs, Shackles, U-bolts, Kingpins, Shock Absorbers, And Suspension Air Bags
- 65( )( ) Check Transmission, Differential Fluid Level, Seals, And Mounting
- 66( )( ) Inspect Drive Shaft, Universal Joints, And Guards
- 67( )( ) Fuel Tanks, Lines, Pumps Condition, Mounts, For Leaks
- 68( )( ) Body Underside And Firewall, Air Tight And Clean
- 69( )( ) Check Parking Brake Condition And Adjustment (If Applicable)
- 70( )( ) Check All Air Tanks, Secure Mounts, Air Tank Drains Are Operable,
- 71( )( ) Change Transmission Fluid And Filters
- 72( )( ) Change Differential Oil
- 73( )( ) Lube Underside Of Chassis (Except Slack Adjusters)

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Brakes: Drum Type? ( ) Yes ( ) No

If Yes, Continue With This Section. If No, Continue To Disc Brake Section

Task Tech

- 74( )( ) Inspect Entire Brake Operation, Air And Mechanical Devices

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## PM INSTRUCTIONS

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### INSTRUCTIONS (cont.)

- 75( ) ( ) Inspect Hoses And Tubing, Condition And Protection
- 76( ) ( ) Inspect All Valves, Relays And Hoses For Leaks
- 77( ) ( ) Drain And Inspect Air Tanks For Leaks And Condition
- 78( ) ( ) Check Brake-linings, Drums And Condition. List Measurements Below Before And After Adjustment.
- 79( ) ( ) Adjust Brakes Only If Not Equipped With Auto Slack Adjusters, Or Disc Brakes Systems (If Found Out Of Spec)
- 80( ) ( ) Inspect Brake Lining Condition, Thickness. Record Remaining Brake Percentage.  
    \*\* Note\*\* Write Up Brakes For Replacement If Brake Linings Is 50% Or Less Of New.
- 81( ) ( ) Check Parking Brake. (Adjust If Necessary) Record % Remaining On Repair Order.
- 82( ) ( ) Lube Slack Adjusters

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### \*\*\*\*\* Drum Brake Information \*\*\*\*\*

Is This Vehicle Equipped With Auto-slack Adjusters? ( )yes ( )no

Front Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

Left Ft. Lining ( %) Right Ft. Lining ( %)

#### Brake Travel

Front Rod Travel ( ) (Before) Travel ( ) (Before)

Front Rod Travel ( ) (After) Travel ( ) (After)

#### Manual Slack Adjusters

Drive Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

Rear Lining - Left Drive ( %) Rear Lining - Right Drive ( %)

#### Brake Travel

Rod Travel ( ) (Before) ( ) (Before)

Rod Travel ( ) (After) ( ) (After)

#### Manual Slack Adjusters

#### Brake Travel

Tag Brake Can Model\_\_\_\_\_ Max. Travel Allowed\_\_\_\_\_

Tag Lining ( %) ( %)