



# SAN RAMON POLICE DEPARTMENT

## # 1 PREVENTIVE MAINTENANCE CHECK LIST # 1

VEHICLE #	ODOMETER	V.I.N.# ( last 8 digits )
YEAR	MAKE	MODEL

### P.M.1 ON LIFT

X	Change engine oil & filter (use oil recommended by vehicle manufacturer)
X	Check for noticeable fluid leaks
X	Inspect front suspension
X	Check steering linkage
X	Lube suspension & rubber bushings where possible
X	Check front wheel bearing play
X	Inspect rear suspension
X	Check rear axle lubricant level
X	Inspect u-joints
X	Check all (4) brakes    LF____/MM    RF____/MM    LR____/MM    RR____/MM
X	Inspect brake hoses
X	Check all (4) tires    LF____/32"    RF____/32"    LR____/32"    RR____/32"
X	Rotate tires (cross front tires and move to the rear; move rear tires straight forward)
X	Inspect tires & adjust tire pressure to factory specifications
X	Inspect exhaust system

### UNDER HOOD

X	Check engine oil level
X	Check / top off automatic transmission fluid
X	Inspect hoses
X	Check / top off coolant level; IF LOW, perform cooling system pressure check
X	Check top off brake fluid
X	Check / top off power steering fluid
X	Inspect accessory belt condition and tension
X	Check / Refill windshield washer reservoir with w.s. washer solution (not water)

### BODY

X	Lubricate driver door hinges
X	Silicone spray driver door window tracks
X	Check headlights, tail lights, turn signals, brake lights and horn for proper operation
	Adjust front end alignment

OTHER: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
TECHNICIAN SIGNATURE



## SAN RAMON POLICE DEPARTMENT

### # 2 PREVENTIVE MAINTENANCE CHECK LIST # 2

VEHICLE #	ODOMETER	V.I.N.# ( last 8 digits )
YEAR	MAKE	MODEL

**P.M.2 ON LIFT**

<b>X</b>		Change engine oil & filter (use oil recommended by vehicle manufacturer)
<b>X</b>		Check for noticeable fluid leaks
<b>X</b>		Inspect front suspension
<b>X</b>		Check steering linkage
<b>X</b>		Lube suspension & rubber bushings where possible
<b>X</b>		Check front wheel bearing play
<b>X</b>		Inspect rear suspension
<b>X</b>		Check rear axle lubricant level
<b>X</b>		Inspect u-joints
<b>X</b>		Check all (4) brakes    LF____/MM    RF____/MM    LR____/MM    RR____/MM
<b>X</b>		Inspect brake hoses
<b>X</b>		Check all (4) tires    LF____/32"    RF____/32"    LR____/32"    RR____/32"
<b>X</b>		Rotate tires (cross front tires and move to the rear; move rear tires straight forward)
<b>X</b>		Inspect tires & adjust tire pressure to factory specifications
<b>X</b>		Inspect exhaust system

**UNDER HOOD**

<b>X</b>		Check engine oil level
<b>X</b>		Check / top off automatic transmission fluid
<b>X</b>		Inspect hoses
<b>X</b>		Check / top off coolant level; IF LOW, perform cooling system pressure check
<b>X</b>		Check / top off brake fluid
<b>X</b>		Check / top off power steering fluid
<b>X</b>		Inspect accessory belt condition and tension
<b>X</b>		Check / Refill windshield washer reservoir with w.s. washer solution (not water)

**BODY**

<b>X</b>		Lubricate driver door hinges
<b>X</b>		Silicone spray driver door window tracks
<b>X</b>		Graphite lube ignition, door and trunk lock cylinders
<b>X</b>		Waxlube hood and front door rubber snubbers
<b>X</b>		Check headlights, tail lights, turn signals, brake lights and horn for proper operation

**ADDITIONAL TASKS**

<b>X</b>		Test & Perform Battery Service (do not use spray protectant)
<b>X</b>		Replace air filter
		Adjust front end alignment

OTHER: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
TECHNICIAN SIGNATURE



# SAN RAMON POLICE DEPARTMENT

## # 3 PREVENTIVE MAINTENANCE CHECK LIST # 3

VEHICLE # \_\_\_\_\_ ODOMETER \_\_\_\_\_ V.I.N.# ( last 8 digits ) \_\_\_\_\_

YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

### P.M.3 ON LIFT

<input checked="" type="checkbox"/>	Change engine oil & filter (use oil recommended by vehicle manufacturer)
<input checked="" type="checkbox"/>	Check for noticeable fluid leaks
<input checked="" type="checkbox"/>	Inspect front suspension
<input checked="" type="checkbox"/>	Check steering linkage
<input checked="" type="checkbox"/>	Lube suspension & rubber bushings where possible
<input checked="" type="checkbox"/>	Check front wheel bearing play
<input checked="" type="checkbox"/>	Inspect rear suspension
<input checked="" type="checkbox"/>	Change rear axle lubricant
<input checked="" type="checkbox"/>	Inspect u-joints
<input checked="" type="checkbox"/>	Check all (4) brakes LF____/MM RF____/MM LR____/MM RR____/MM
<input checked="" type="checkbox"/>	Inspect brake hoses
<input checked="" type="checkbox"/>	Check all (4) tires LF____/32" RF____/32" LR____/32" RR____/32"
<input checked="" type="checkbox"/>	Rotate tires (cross front tires and move to the rear; move rear tires straight forward)
<input checked="" type="checkbox"/>	Inspect tires & adjust tire pressure to factory specifications
<input checked="" type="checkbox"/>	Inspect exhaust system

### UNDER HOOD

<input checked="" type="checkbox"/>	Check engine oil level
<input checked="" type="checkbox"/>	Check / top off automatic transmission fluid
<input checked="" type="checkbox"/>	Inspect hoses
<input checked="" type="checkbox"/>	Check / top off brake fluid
<input checked="" type="checkbox"/>	Check / top off power steering fluid
<input checked="" type="checkbox"/>	Inspect accessory belt condition and tension
<input checked="" type="checkbox"/>	Check / Refill windshield washer reservoir with w.s. washer solution (not water)

### BODY

<input checked="" type="checkbox"/>	Lubricate driver door hinges
<input checked="" type="checkbox"/>	Graphite lube ignition, door and trunk lock cylinders
<input checked="" type="checkbox"/>	Waxlube hood and front door rubber snubbers
<input checked="" type="checkbox"/>	Silicone spray driver door window tracks
<input checked="" type="checkbox"/>	Check headlights, tail lights, turn signals, brake lights and horn for proper operation

### ADDITIONAL TASKS

<input checked="" type="checkbox"/>	Replace automatic trans. fluid and filter (including torque converter where applicable)
<input checked="" type="checkbox"/>	Repack front wheel bearings where applicable
<input checked="" type="checkbox"/>	Flush / Replace brake fluid
<input checked="" type="checkbox"/>	Replace fuel filter (except "in tank" filter)
<input checked="" type="checkbox"/>	Pressure check cooling system / Flush system / Replace anti-freeze/coolant (50%-50% mix)
<input checked="" type="checkbox"/>	Test & Perform Battery Service (do not use spray protectant)
<input checked="" type="checkbox"/>	Replace air filter
<input type="checkbox"/>	Adjust front end alignment

OTHER: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 \_\_\_\_\_  
 TECHNICIAN SIGNATURE



# SAN RAMON POLICE DEPARTMENT

## #2 PREVENTIVE MAINTENANCE CHECK LIST #2

2019 FORD F550 (BEARCAT)

USE ONLY OEM DEALER PARTS UNLESS OTHERWISE SPECIFIED

VEHICLE # **6064**

ODOMETER

V.I.N.# **KEC36246**

### P.M.2 ON LIFT

X		Change engine oil & filter
X		Check for noticeable leaks
X		Inspect front suspension and bushings
X		Check steering linkage
X		Lube suspension where applicable
X		Check front wheel bearing play
X		Inspect u-joints
X		Inspect rear suspension
X		Check brakes LF____/MM RF____/MM LR____/MM RR____/MM
X		Check tires LF____/32" RF____/32" LR____/32" RR____/32"
X		5 Tire Rotation (Lugnut Torque 165 Ft. Lbs., Rim Halves Torque 200 Ft. Lbs.)
X		Inspect Tires & Adjust Pressure (75 Psi) <input type="checkbox"/>
X		Inspect Exhaust System
X		Check/Top Off Transfer Case Fluid

### UNDER HOOD

X		Check Engine Oil Level
X		Inspect Hoses
X		Check/ Top Off Coolant Reservoirs; If Low, Perform Sytem Pressure Test
X		Check/ Top Off Power Steering Fluid
X		Inspect Accessory Drive Belt And Tension
X		Check/ Refill Windshield Washer Fluid (Water Only)
X		Top Off Diesel Exhaust Fluid (Unless 1/2 Full Or Higher)
X		Inspect Fuel & Water Seperator (Drain If Necessary)

### BODY

X		Check All Exterior Lights and Horn Operation
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### ADDITIONAL TASKS

X		Test & Perform Battery Service
X		Replace Air Filter
X		Replace Both Fuel Filters
X		Replace Automatic Transmission Fluid & Filter
X		Flush/ Replace Brake Fluid
X		Replace Engine And Secondary Cooling Systems Coolant
X		Replace Front & Rear Differential Fluids
X		Replace Transfer Case Fluid

OTHER: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TECHNICIAN SIGNATURE



# SAN RAMON POLICE DEPARTMENT PREVENTIVE MAINTENANCE CHECK LIST **EV**

**VEHICLE #** \_\_\_\_\_ **ODOMETER** \_\_\_\_\_ **V.I.N.# ( last 6 digits )** \_\_\_\_\_

**YEAR** \_\_\_\_\_ **MAKE** \_\_\_\_\_ **MODEL** \_\_\_\_\_

**P.M. EV**      **ON LIFT**

<b>X</b>		Check for noticeable leaks
<b>X</b>		Inspect suspension
<b>X</b>		Check steering linkage
<b>X</b>		Lube suspension & rubber bushings where possible
<b>X</b>		Check wheel bearing play
<b>X</b>		Check all (4) brakes    LF____/MM    RF____/MM    LR____/MM    RR__
<b>X</b>		Inspect brake hoses
<b>X</b>		Tire tread depth    LF____/32"    RF____/32"    LR____/32"    RR____/32"
<b>X</b>		Rotate tires ( **see notation at bottom of page )
<b>X</b>		Inspect tires & Adjust tire pressure to manufacturers specifications

**UNDER HOOD**

<b>X</b>		Check / top off brake fluid
<b>X</b>		Check / Refill windshield washer reservoir with w.s. washer solution (not water)

**BODY**

<b>X</b>		Waxlube hood and front door rubber snubbers
<b>X</b>		Silicone spray driver door window tracks
<b>X</b>		Check headlights, tail lights, turn signals, brake lights and horn for proper operation

**\*\*Tire Rotation:** \_\_\_\_\_ Cross front tires and move to the rear; Move rear tires straight forward

**OTHER:** \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_  
TECHNICIAN (PRINT)

**SAN RAMON POLICE DEPARTMENT**

**#1 PM CHECKLIST 2019 FORD F550 (BEARCAT) #1**

USE ONLY OEM DEALER PARTS UNLESS OTHERWISE SPECIFIED



VEHICLE #	ODOM	VIN # LAST 8
YEAR	MAKE	MODEL

**PM 1**

**ON LIFT**

X		CHANGE ENGINE OIL & FILTER
X		CHECK FOR NOTICEABLE LEAKS
X		INSPECT FRONT SUNSPENSION
X		CHECK STEERING LINKAGE
X		LUBE SUSPENSION & RUBBER BUSHINGS WHERE APPLICABLE
X		CHECK FRONT WHEEL BEARING PLAY
X		CHECK FRONT & REAR DIFFERENTIAL FLUID
X		INSPECT U-JOINTS
X		INSPECT REAR SUSPENSION
X		CHECK BRAKES LF ____ MM RF ____ MM LR ____ MM RR ____ MM
X		TIRES LF ____/32 RF ____/32 LR ____/32 RR ____/32 SPARE ____/32
X		ROTATE TIRES (LUGNUT TORQUE 165 FT. LBS. , RIM HALVES TORQUE 200 FT. LBS.)
X		INPEST TIRES & ADJUST PRESSURES (75 PSI )
X		INSPECT EXHAUST SYSTEM
X		CHECK/ TOP OFF TRANSFER CASE FLUID

**UNDER HOOD**

X		CHECK ENGINE OIL LEVEL
X		CHECK/ TOP OFFAUTOMATIC TRANSMISSION FLUID
X		INSPECT HOSES
X		CHECK/ TOP OFF COOLANT RESERVOIRS; IF LOW, PERFORM SYTEM PRESSURE TEST
X		CHECK/ TOP OFF BRAKE FLUID
X		CHECK/ TOP OFF POWER STEERING FLUID
X		INSPECT ACCESSORY DRIVE BELT AND TENSION
X		CHECK/ REFILL WINDSHIELD WASHER FLUID
X		TOP OFF DIESEL EXHAUST FLUID (UNLESS 1/2 FULL OR HIGHER)
X		INSPECT FUEL & WATER SEPERATOR (DRAIN IF NECESSARY)

**BODY**

X		CHECK ALL EXTERIOR LIGHTS AND HORN OPERATION
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OTHER \_\_\_\_\_

COMPLETED BY (PRINT): \_\_\_\_\_



# PUBLIC WORKS DEPARTMENT

## # 1 PREVENTIVE MAINTENANCE CHECK LIST # 1

<b>VEHICLE #</b>	<b>ODOMETER</b>	<b>V.I.N.# ( last 8 digits )</b>
<b>YEAR</b>	<b>MAKE</b>	<b>MODEL</b>

**P.M.1 ON LIFT**

- |          |  |  |
|----------|--|--|
| <b>X</b> |  | Change engine oil & filter (use oil recommended by manufacturer)   |
| <b>X</b> |  | Reset "needs service" indicator  |
| <b>X</b> |  | Check for noticeable fluid leaks   |
| <b>X</b> |  | Inspect front suspension   |
| <b>X</b> |  | Check steering linkage   |
| <b>X</b> |  | Lubricate/grease all grease fittings including suspension, U-joints, bushings , lift gates, etc.         |
| <b>X</b> |  | Check front wheel bearing play   |
| <b>X</b> |  | Adjust front end alignment   |
| <b>X</b> |  | Inspect rear suspension  |
| <b>X</b> |  | Check rear axle lubricant level  |
| <b>X</b> |  | Inspect u-joints   |
| <b>X</b> |  | Check all (4) brakes    LF____/MM    RF____/MM    LR____/MM    RR____/MM                                 |
| <b>X</b> |  | Inspect brake hoses  |
| <b>X</b> |  | Rotate tires ( **see notation at bottom of page )  |
| <b>X</b> |  | Inspect tires & Adjust tire pressure to manufacturers' specifications, recalibrate tire pressure sensors |
| <b>X</b> |  | Inspect exhaust system   |
| <b>X</b> |  | Check transfer case fluid level  |
| <b>X</b> |  | Replace fuel filter - <b>Diesel Vehicles Only</b>  |
| <b>X</b> |  | Inspect urea tank - <b>Diesel Vehicles Only</b>  |

**UNDER HOOD**

- |          |  |  |
|----------|--|--|
| <b>X</b> |  | Check engine oil level   |
| <b>X</b> |  | Check / top off automatic transmission fluid                                 |
| <b>X</b> |  | Inspect hoses  |
| <b>X</b> |  | Check / top off coolant level; IF LOW, perform cooling system pressure check |
| <b>X</b> |  | Check brake fluid  |
| <b>X</b> |  | Check power steering fluid   |
| <b>X</b> |  | Inspect accessory belt condition and tension                                 |
| <b>X</b> |  | Check / Refill windshield washer reservoir                                   |
| <b>X</b> |  | Check/Replace air filter   |
| <b>X</b> |  | Check/clean battery terminals, check battery fluid level                     |

**BODY**

- |          |  |   |
|----------|--|---|
| <b>X</b> |  | Lubricate driver door hinges  |
| <b>X</b> |  | Silicone spray driver door window tracks  |
| <b>X</b> |  | Check headlights, tail lights, turn signals, brake lights and horn for proper operation |

\*\*Tire Rotation: \_\_\_\_\_ Cross front tires and move to the rear; Move rear tires straight forward

**OTHER:** \_\_\_\_\_

**COMPLETED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

TECHNICIAN SIGNATURE

PM	Frequency
<b>PM 1</b>	Police/Safety Vehicles: Every 3,000 miles; All Other City Vehicles: Every 5,000 miles
<b>PM 2</b>	Police/Safety Vehicles AND All Other City Vehicles: Every 15,000 miles
<b>PM 3</b>	Police Safety Vehicles AND All Other City Vehicles: Every 30,000 miles



**PUBLIC WORKS DEPARTMENT**

**# 2 PREVENTIVE MAINTENANCE CHECK LIST # 2**

VEHICLE #	ODOMETER	V.I.N.# ( last 8 digits )
YEAR	MAKE	MODEL

**P.M.2 ON LIFT**

<input checked="" type="checkbox"/>	Change engine oil & filter (use oil recommended by manufacturer)
<input checked="" type="checkbox"/>	Reset "needs service" indicator
<input checked="" type="checkbox"/>	Check for noticeable fluid leaks
<input checked="" type="checkbox"/>	Inspect front suspension
<input checked="" type="checkbox"/>	Check steering linkage
<input checked="" type="checkbox"/>	Lubricate/grease all grease fittings including suspension, U-joints, bushings , lift gates, etc.
<input checked="" type="checkbox"/>	Check front wheel bearing play
<input checked="" type="checkbox"/>	Adjust front end alignment
<input checked="" type="checkbox"/>	Inspect rear suspension
<input checked="" type="checkbox"/>	Check rear axle lubricant level
<input checked="" type="checkbox"/>	Inspect u-joints
<input checked="" type="checkbox"/>	Check all (4) brakes LF____/MM RF____/MM LR____/MM RR____/MM
<input checked="" type="checkbox"/>	Inspect brake hoses
<input checked="" type="checkbox"/>	Rotate tires ( **see notation at bottom of page )
<input checked="" type="checkbox"/>	Inspect tires & Adjust tire pressure to manufacturers' specifications, recalibrate tire pressure sensors
<input checked="" type="checkbox"/>	Inspect exhaust system
<input checked="" type="checkbox"/>	Check transfer case fluid level
<input checked="" type="checkbox"/>	Replace fuel filter - <b>Diesel and CNG Vehicles Only</b>
<input checked="" type="checkbox"/>	Inspect urea tank - <b>Diesel Vehicles Only</b>

**UNDER HOOD**

<input checked="" type="checkbox"/>	Check engine oil level
<input checked="" type="checkbox"/>	Check / top off automatic transmission fluid
<input checked="" type="checkbox"/>	Inspect hoses
<input checked="" type="checkbox"/>	Check / top off coolant level; IF LOW, perform cooling system pressure check
<input checked="" type="checkbox"/>	Check brake fluid
<input checked="" type="checkbox"/>	Check power steering fluid
<input checked="" type="checkbox"/>	Inspect accessory belt condition and tension
<input checked="" type="checkbox"/>	Check / Refill windshield washer reservoir
<input checked="" type="checkbox"/>	Check/Replace air filter
<input checked="" type="checkbox"/>	Check/clean battery terminals, check battery fluid level

**BODY**

<input checked="" type="checkbox"/>	Lubricate driver door hinges
<input checked="" type="checkbox"/>	Silicone spray driver door window tracks
<input checked="" type="checkbox"/>	Graphite lube ignition, door and trunk lock cylinders
<input checked="" type="checkbox"/>	Waxlube hood and front door rubber snubbers
<input checked="" type="checkbox"/>	Check headlights, tail lights, turn signals, brake lights and horn for proper operation
<input checked="" type="checkbox"/>	Inspect CNG Tank

\*\*Tire Rotation: \_\_\_\_ Cross front tires and move to the rear; Move rear tires straight forward

**OTHER:** \_\_\_\_\_

**COMPLETED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
 \_\_\_\_\_  
 TECHNICAL SIGNATURE

PM	Frequency
<b>PM 1</b>	Police/Safety Vehicles: Every 3,000 miles; All Other City Vehicles: Every 5,000 miles
<b>PM 2</b>	Police/Safety Vehicles AND All Other City Vehicles: Every 15,000 miles
<b>PM 3</b>	Police Safety Vehicles AND All Other City Vehicles: Every 30,000 miles





**PUBLIC WORKS DEPARTMENT**  
**# 3 PREVENTIVE MAINTENANCE CHECK LIST # 3**

<b>VEHICLE #</b>	<b>ODOMETER</b>	<b>V.I.N.# ( last 8 digits )</b>
<b>YEAR</b>	<b>MAKE</b>	<b>MODEL</b>

**P.M.3 ON LIFT**

- |          |  |  |
|----------|--|--|
| <b>X</b> |  | Change engine oil & filter ( <b>use oil recommended by manufacturer</b> )                                |
| <b>X</b> |  | Reset "needs service" indicator  |
| <b>X</b> |  | Check for noticeable fluid leaks   |
| <b>X</b> |  | Replace automatic trans. fluid and filter (including torque converter)                                   |
| <b>X</b> |  | Inspect front suspension   |
| <b>X</b> |  | Check steering linkage   |
| <b>X</b> |  | Lubricate/grease all grease fittings including suspension, U-joints, bushings , lift gates, etc.         |
| <b>X</b> |  | Check front wheel bearing play   |
| <b>X</b> |  | Repack front wheel bearings where applicable   |
| <b>X</b> |  | Adjust front end alignment   |
| <b>X</b> |  | Inspect rear suspension  |
| <b>X</b> |  | Check rear axle lubricant level  |
| <b>X</b> |  | Inspect u-joints   |
| <b>X</b> |  | Check all (4) brakes    LF____/MM    RF____/MM    LR____/MM    RR____/MM                                 |
| <b>X</b> |  | Inspect brake hoses  |
| <b>X</b> |  | Flush / Replace brake fluid  |
| <b>X</b> |  | Rotate tires ( **see notation at bottom of page )  |
| <b>X</b> |  | Inspect tires & Adjust tire pressure to manufacturers' specifications, recalibrate tire pressure sensors |
| <b>X</b> |  | Inspect exhaust system   |
| <b>X</b> |  | Check transfer case fluid level  |
| <b>X</b> |  | Replace fuel filter - <b>All Vehicles</b>  |
| <b>X</b> |  | Inspect urea tank - <b>Diesel Vehicles Only</b>  |

**UNDER HOOD**

- |          |  |  |
|----------|--|--|
| <b>X</b> |  | Check engine oil level   |
| <b>X</b> |  | Check / top off automatic transmission fluid   |
| <b>X</b> |  | Inspect hoses  |
| <b>X</b> |  | Pressure check cooling system / Flush system / Replace anti-freeze/coolant (50%-50% mix) |
| <b>X</b> |  | Check brake fluid  |
| <b>X</b> |  | Check power steering fluid   |
| <b>X</b> |  | Inspect accessory belt condition and tension   |
| <b>X</b> |  | Check / Refill windshield washer reservoir   |
| <b>X</b> |  | Remove / Clean battery terminals (do not use spray protectant)                           |
| <b>X</b> |  | Replace air filter   |

**BODY**

- |          |  |   |
|----------|--|---|
| <b>X</b> |  | Lubricate driver door hinges  |
| <b>X</b> |  | Graphite lube ignition, door and trunk lock cylinders                                   |
| <b>X</b> |  | Waxlube hood and front door rubber snubbers   |
| <b>X</b> |  | Silicone spray driver door window tracks  |
| <b>X</b> |  | Check headlights, tail lights, turn signals, brake lights and horn for proper operation |
| <b>X</b> |  | Inspect CNG Tank  |

\*\*Tire Rotation: \_\_\_\_ Cross front tires and move to the rear; Move rear tires straight forward

**OTHER:** \_\_\_\_\_

**COMPLETED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

TECHNICIAN SIGNATURE

<b>PM</b>	<b>Frequency</b>
<b>PM 1</b>	Police/Safety Vehicles: Every 3,000 miles; All Other City Vehicles: Every 5,000 miles
<b>PM 2</b>	Police/Safety Vehicles AND All Other City Vehicles: Every 15,000 miles
<b>PM 3</b>	Police Safety Vehicles AND All Other City Vehicles: Every 30,000 miles



**PUBLIC WORKS DEPARTMENT**  
**# 4 PREVENTIVE MAINTENANCE CHECK LIST # 4**

**Annual Parks and Community Services Transportation Vehicles**

<b>VEHICLE #</b>	<b>ODOMETER</b>	<b>V.I.N.# ( last 8 digits )</b>
<b>YEAR</b>	<b>MAKE</b>	<b>MODEL</b>

Once per year Provide Disable Lift preventive maintenance checklist:

**P.M.4 ON LIFT**

<input checked="" type="checkbox"/>	Check for leaks
<input checked="" type="checkbox"/>	Fill all fluid levels
<input checked="" type="checkbox"/>	Clean area
<input checked="" type="checkbox"/>	Level ramp
<input checked="" type="checkbox"/>	Lubricate joints
<input checked="" type="checkbox"/>	Check and repair floor fold switch adjust mechanism
<input checked="" type="checkbox"/>	Service safety belt on handrail
<input checked="" type="checkbox"/>	Check stow latch

Once per year inspect bus seat upholstery check list

<input checked="" type="checkbox"/>	Check seat belts
<input checked="" type="checkbox"/>	Check for tears
<input checked="" type="checkbox"/>	Check for foam cushioning no springs visible

**OTHER:** \_\_\_\_\_

**COMPLETED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
 \_\_\_\_\_  
 TECHNICIAN SIGNATURE

<b>PM</b>	<b>Frequency</b>
<b>PM 1</b>	Police/Safety Vehicles: Every 3,000 miles; All Other City Vehicles: Every 5,000 miles
<b>PM 2</b>	Police/Safety Vehicles AND All Other City Vehicles: Every 15,000 miles
<b>PM 3</b>	Police Safety Vehicles AND All Other City Vehicles: Every 30,000 miles