

HVAC MAINTENANCE

MSDPT will change filters in April and October of each school year.

At locations of construction the filters will be inspected on a monthly basis and replaced if needed.

Coils will be cleaned in July.

Boilers will be inspected annually.

Chillers will be inspected annually.

Cooling towers will be inspected annually.

Written documentation of inspections and filter changes will be kept in the Assistant Director of Maintenance's office for a 3 year period.