

Two Tips for Equipment Preventative Maintenance

On average, locations can have over \$25,000 worth of equipment, and professional repair can be costly. Most equipment repair facilities have a trip charge in addition to hourly fees and marked-up replacement parts, adding up to a large repair bill. If something goes wrong with a machine, take a look at it before calling a repair shop. You can help keep costs down and provide preventative equipment maintenance by following these two tips.

1. KNOW AND UNDERSTAND YOUR TYPES OF EQUIPMENT & TOOLS

Most equipment we use can be categorized in three ways: electrically-powered, fuel-powered, and battery-powered.

Knowing these types of equipments allows us to ensure our Facility Managers are equipped with an assortment of tools to perform basic functions of repair and maintenance. Here are some examples of the equipment and tools we utilize:

Electrically-Powered

This category consists of all vacuums, low-speed buffers, carpet extractors and electric cord, high-speed burnisher.

Fuel-Powered

This category consists of pieces of equipment that run on gasoline or propane. Examples of these are propane-powered burnishers, utility vehicles, pressure washer pressure washers and billy goats. This equipment's motor is commonly either a 12-16 horsepower Honda, Briggs and Stratton, or Kohler.

Battery-Powered

This category consists of high-speed burnishers and walk-behind/riding auto-scrubbers.

In the Toolbox Set

Handheld grease gun, standard lube grease, scrapers, screwdrivers, socket set, adjustable wrench, pliers, channel locks, and locking pliers.

2. MAINTAIN MAINTENANCE CHECKLISTS

Each piece of equipment requires a different type of maintenance on a daily, monthly, quarterly, yearly, or hourly basis. Below is an example of daily checklists to aid in preventative equipment maintenance at your location. Always remember to inspect each machine thoroughly before use.

Electrically-Powered Equipment

Daily Checklist:

- 1 Inspect cord end for loose or broken prongs.
- 2 Inspect cord for any cuts in the outer jacket or exposed wire.
- 3 Check the vacuum bag. Replace if $\frac{3}{4}$ full.
- 4 Inspect the beater bar for damage or wear.
- 5 Check the belt for wear and tightness.
- 6 Wipe down after use.

Fuel-Powered Equipment

Daily Checklist:

- 1 Check fuel level/gauge on a propane tank.
- 2 Check oil level.
- 3 Clean and check air filter for damage.
- 4 Check air cleaner for any loose fittings.
- 5 Check intake/exhaust ports for any loose debris.
- 6 Wipe down after use.

Battery-Powered Equipment

Daily Checklist:

- 1 Empty the recovery tank and rinse it out with warm water.
- 2 Empty the solution tank and open the solution valve.
- 3 Rinse out the inside of the solution tank and let the water drain through the solution valve to clean it out.
- 4 Remove the brushes or pad holders from the machine.
- 5 Rinse under warm water and hang them up to dry.
- 6 Remove the squeegee tool from the machine and rinse it under warm water to remove dirt from grooves in squeegee blades.
- 7 Check battery water level daily. If needed, fill with distilled water only.
- 8 Charge the batteries if the machine has been used for more than one hour.
- 9 Complete the "Daily Equipment Maintenance Log" for each machine.

Learn More About Equipment Maintenance

For examples of monthly, quarterly, yearly or hourly equipment checklist and to learn more about how our operations processes can improve your facility, contact **Denny Lyons**, SMS Director of Business Development and Operations at dlyons@smclean.com.