

Annual AC Preventive Maintenance

Why sign up for this service? Central air conditioners need regular maintenance to ensure optimal performance and extend the life of the unit*. Furthermore, we believe tenants may subject HVAC systems to more strenuous use than an owner would in his personal home by less frequent filter changes and by maintaining the thermostat below normal temperature threshold, thus forcing the unit to run non-stop. Furthermore, if an AC unit breakdown occurs during the summer, it may increase the cost of repair as well as cause extreme anxiety for the tenant which can lower the chances of lease renewal. While this service cannot guarantee that a system will not fail, it may help circumvent many problems that are common in the summer.

PRS offers a HVAC Preventative Maintenance Service at a special rate for ONEprop and its clients. **The current price for this service is \$69.00 for the first unit and \$30 for each additional unit at the same house.** The service takes place prior to the "hot" season, usually March – June. If you have already signed up for the service, your account will be billed after the work has been completed. If you have questions or want to add or delete your rental property(s) from the program, please contact Alex Capeto of PRS at prs@ONEprop.com or your property manager.

Below is an overview of what is typically done during the service. If minor repairs are needed they will be performed while the technician is at the property. Any significant items will be noted and brought to your attention by your property manager.

Outdoor Unit/Air Conditioner or Heat Pump Preventive Maintenance Checklist

- Inspect unit and pad for proper level and adjust if necessary
- Clean dirt, leaves and debris from inside cabinet
- Inspect coil and cabinet (if clean needed – additional cost)
- Inspect fan motor and fan blades for wear and damage – on older models lubricate as needed
- Inspect control box, associated controls/accessories, wiring and connections. Controls may include contactors, relays, circuit boards, capacitors, sump heat and other accessories. All control box and electrical parts should be checked for wear or damage.
- Inspect compressor and associated tubing for damage

Indoor Unit/ Air Handler

- Inspect and clean blower assembly (includes blower housing, blower wheel and motor)
- Inspect evaporator coil, drain pan and condensate drain lines. Clean condensate as needed
- Inspect control box, associated controls, wiring and connections
- Clean or replace air filters (if needed – added cost to tenant)
- Inspect conditioned air flow system (ductwork) – check for duct leaks

While System is Operating

- Monitor air conditioning and heat pump systems for correct refrigerant charge and temperature drop differential
- Measure high and low side system pressures
- Measure temperature rise and adjust airflow as needed
- Check vent system for proper operation
- Monitor system for correct line and load volts/amps
- Monitor system operation per manufacturer's specifications
- Recommend repairs or replacement as necessary, i.e. float switches, secondary drain pan, condensate line, and etc.

* Just as changing the oil and filter in your car, regular AC maintenance helps increase efficiency and the normal unit life.

Note: This service does not include refrigerant (freon). If the system needs to be charged, the technician will charge the system and determine whether a leak detection may be necessary. These charges are additional to the amount mentioned above.