

SUTTON MECHANICAL & ENVIRONMENTAL

2026-12 FarmWild Orangery, Preventive Maintenance Schedule

Doc 2026-12-PM-SCHEDULE | Rev 0 | 2026-09-30 | DRAFT FOR REVIEW. No make or model selected; basis is ASHRAE/ACCA Standard 1

Tag	System	Task	Frequency	Jan
IR-1	LP Gas Infrared Heating	Check burner ignition, flame sense, and combustion	Semi-Annual	
IR-1	LP Gas Infrared Heating	Inspect gas train, shutoff valves, and flex connector	Semi-Annual	
IR-1	LP Gas Infrared Heating	Pre season start up check before heating season	Annual / Seasonal	
IR-1	LP Gas Infrared Heating	Verify suspension chains, tube alignment, clearance	Annual / Seasonal	
IR-1	LP Gas Infrared Heating	Visual inspection, clean reflector and tube	Quarterly	X
IR-2	LP Gas Infrared Heating	Check burner ignition, flame sense, and combustion	Semi-Annual	
IR-2	LP Gas Infrared Heating	Inspect gas train, shutoff valves, and flex connector	Semi-Annual	
IR-2	LP Gas Infrared Heating	Pre season start up check before heating season	Annual / Seasonal	
IR-2	LP Gas Infrared Heating	Verify suspension chains, tube alignment, clearance	Annual / Seasonal	
IR-2	LP Gas Infrared Heating	Visual inspection, clean reflector and tube	Quarterly	X
EUH-1	Electric Resistance Heating	Inspect wiring connections, tighten terminals	Annual / Seasonal	
EUH-1	Electric Resistance Heating	Test high limit safety cutout	Annual / Seasonal	
EUH-1	Electric Resistance Heating	Verify integral thermostat setpoint and operation	Semi-Annual	
EUH-1	Electric Resistance Heating	Visual inspection, clean dust from elements and grill	Quarterly	X
EW-1	Electric Resistance Heating	Inspect wiring connections, tighten terminals	Annual / Seasonal	
EW-1	Electric Resistance Heating	Test high limit safety cutout	Annual / Seasonal	
EW-1	Electric Resistance Heating	Verify integral thermostat setpoint and operation	Semi-Annual	
EW-1	Electric Resistance Heating	Visual inspection, clean dust from elements and grill	Quarterly	X
EW-2	Electric Resistance Heating	Inspect wiring connections, tighten terminals	Annual / Seasonal	
EW-2	Electric Resistance Heating	Test high limit safety cutout	Annual / Seasonal	
EW-2	Electric Resistance Heating	Verify integral thermostat setpoint and operation	Semi-Annual	
EW-2	Electric Resistance Heating	Visual inspection, clean dust from elements and grill	Quarterly	X
EW-3	Electric Resistance Heating	Inspect wiring connections, tighten terminals	Annual / Seasonal	
EW-3	Electric Resistance Heating	Test high limit safety cutout	Annual / Seasonal	
EW-3	Electric Resistance Heating	Verify integral thermostat setpoint and operation	Semi-Annual	
EW-3	Electric Resistance Heating	Visual inspection, clean dust from elements and grill	Quarterly	X
EW-4	Electric Resistance Heating	Inspect wiring connections, tighten terminals	Annual / Seasonal	
EW-4	Electric Resistance Heating	Test high limit safety cutout	Annual / Seasonal	
EW-4	Electric Resistance Heating	Verify integral thermostat setpoint and operation	Semi-Annual	
EW-4	Electric Resistance Heating	Visual inspection, clean dust from elements and grill	Quarterly	X
CF-1	Ceiling Fans	Lubricate motor bearings if applicable, tighten mount	Semi-Annual	
CF-1	Ceiling Fans	Verify forward direction for summer cooling season	Annual / Seasonal	
CF-1	Ceiling Fans	Verify reverse direction switch for winter destratification	Annual / Seasonal	
CF-1	Ceiling Fans	Visual inspection, check blade tracking and wobble	Quarterly	X
CF-2	Ceiling Fans	Lubricate motor bearings if applicable, tighten mount	Semi-Annual	
CF-2	Ceiling Fans	Verify forward direction for summer cooling season	Annual / Seasonal	
CF-2	Ceiling Fans	Verify reverse direction switch for winter destratification	Annual / Seasonal	

CF-2	Ceiling Fans	Visual inspection, check blade tracking and wobble	Quarterly	X
CF-3	Ceiling Fans	Lubricate motor bearings if applicable, tighten mounting screws	Semi-Annual	
CF-3	Ceiling Fans	Verify forward direction for summer cooling season	Annual / Seasonal	
CF-3	Ceiling Fans	Verify reverse direction switch for winter destratification	Annual / Seasonal	
CF-3	Ceiling Fans	Visual inspection, check blade tracking and wobble	Quarterly	X
CF-4	Ceiling Fans	Lubricate motor bearings if applicable, tighten mounting screws	Semi-Annual	
CF-4	Ceiling Fans	Verify forward direction for summer cooling season	Annual / Seasonal	
CF-4	Ceiling Fans	Verify reverse direction switch for winter destratification	Annual / Seasonal	
CF-4	Ceiling Fans	Visual inspection, check blade tracking and wobble	Quarterly	X
EC-1	Evaporative Cooling	Check belt condition, motor bearings, and damper operation	Annual / Seasonal	
EC-1	Evaporative Cooling	Check supply duct hangers, end cap, and each side return	Annual / Seasonal	
EC-1	Evaporative Cooling	Fall shutdown: drain the roof water line at the inside	Annual / Seasonal	
EC-1	Evaporative Cooling	In season monthly: check pads, clean sump, check blower	Seasonal (4/yr)	
EC-1	Evaporative Cooling	Spring start up: uncover unit, restore water service, check	Annual / Seasonal	
EF-1	Exhaust Fans	Check belt and lubricate motor bearing if applicable	Semi-Annual	
EF-1	Exhaust Fans	Verify airflow and motor amp draw against nameplate	Annual / Seasonal	
EF-1	Exhaust Fans	Visual inspection, clean grille and wheel	Quarterly	X
EF-2	Exhaust Fans	Check belt and lubricate motor bearing if applicable	Semi-Annual	
EF-2	Exhaust Fans	Verify airflow and motor amp draw against nameplate	Annual / Seasonal	
EF-2	Exhaust Fans	Visual inspection, clean grille and wheel	Quarterly	X
EF-3	Exhaust Fans	Check belt and lubricate motor bearing if applicable	Semi-Annual	
EF-3	Exhaust Fans	Verify airflow and motor amp draw against nameplate	Annual / Seasonal	
EF-3	Exhaust Fans	Visual inspection, clean grille and wheel	Quarterly	X
EF-4	Exhaust Fans	Check belt and lubricate motor bearing if applicable	Semi-Annual	
EF-4	Exhaust Fans	Verify airflow and motor amp draw against nameplate	Annual / Seasonal	
EF-4	Exhaust Fans	Visual inspection, clean grille and wheel	Quarterly	X
EF-5	Exhaust Fans	Check belt and lubricate motor bearing if applicable	Semi-Annual	
EF-5	Exhaust Fans	Verify airflow and motor amp draw against nameplate	Annual / Seasonal	
EF-5	Exhaust Fans	Visual inspection, clean grille and wheel	Quarterly	X
WH-1	Domestic Water Heater	Check storage setpoint (140 F) and ASSE 1017 mixing valve	Quarterly	X
WH-1	Domestic Water Heater	Inspect T and P relief valve operation, flush sediment	Semi-Annual	
WH-1	Domestic Water Heater	Inspect anode rod, check expansion tank precharge	Annual / Seasonal	
WH-1	Domestic Water Heater	Inspect heating elements and electrical connections	Annual / Seasonal	
BF-1	Plumbing Fixtures and Specifications	Fall freeze protection shutdown, drain, shut isolation valve	Annual / Seasonal	
BF-1	Plumbing Fixtures and Specifications	Spring reactivation, open isolation valve, check for leaks	Annual / Seasonal	
BF-1	Plumbing Fixtures and Specifications	Visual inspection and operational check	Quarterly	X
FS-1	Plumbing Fixtures and Specifications	Clean strainer and grate	Semi-Annual	
FS-1	Plumbing Fixtures and Specifications	Verify trap primer activates, floor sink trap holds water	Quarterly	X
FS-2	Plumbing Fixtures and Specifications	Clean strainer and grate	Semi-Annual	
FS-2	Plumbing Fixtures and Specifications	Verify trap primer activates, floor sink trap holds water	Quarterly	X
GI-1	Plumbing Fixtures and Specifications	Inspect and measure grease and solids accumulation	Quarterly	X
GI-1	Plumbing Fixtures and Specifications	Pump and clean interceptor when 25 percent full	Semi-Annual	
HB-1	Plumbing Fixtures and Specifications	Fall freeze protection shutdown, drain, shut isolation valve	Annual / Seasonal	

HB-1	Plumbing Fixtures and Spec	Spring reactivation, open isolation valve, check for l	Annual / Seasonal	
HB-1	Plumbing Fixtures and Spec	Visual inspection and operational check	Quarterly	X
HB-2	Plumbing Fixtures and Spec	Fall freeze protection shutdown, drain, shut isolatio	Annual / Seasonal	
HB-2	Plumbing Fixtures and Spec	Spring reactivation, open isolation valve, check for l	Annual / Seasonal	
HB-2	Plumbing Fixtures and Spec	Visual inspection and operational check	Quarterly	X
W-1	Plumbing Fixtures and Spec	Inspect dual check backflow preventer and sediment	Semi-Annual	
W-1	Plumbing Fixtures and Spec	Test backflow preventer per local cross connection p	Annual / Seasonal	
LP-1	LP Gas Supply System	Pre season check of LP piping, regulators, sediment	Annual / Seasonal	
LP-1	LP Gas Supply System	Supplier scheduled tank inspection, relief valve chec	Annual / Seasonal	
LP-1	LP Gas Supply System	Visual inspection of tank, piping, and connections f	Quarterly	X
LV-1	Natural Ventilation	Clean insect screens and check weatherseal before	Annual / Seasonal	
LV-1	Natural Ventilation	Verify open and close operator and interlock with IR	Annual / Seasonal	
LV-1	Natural Ventilation	Visual inspection, lubricate operator hardware and	Semi-Annual	

180 plus general industry practice. Reconcile against OEM IOM manuals once basis of design equipment is selected.

Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Hours/ Occurrence	Occurrence s/Yr	Annual Hours	Performed By
		X						X			0.75	2	1.5	HVAC tech
		X						X			0.5	2	1	HVAC tech
								X			1	1	1	HVAC tech
								X			0.5	1	0.5	HVAC tech
		X			X			X			0.5	4	2	HVAC tech
		X						X			0.75	2	1.5	HVAC tech
		X						X			0.5	2	1	HVAC tech
								X			1	1	1	HVAC tech
								X			0.5	1	0.5	HVAC tech
		X			X			X			0.5	4	2	HVAC tech
								X			0.3	1	0.3	HVAC tech
								X			0.25	1	0.25	HVAC tech
		X						X			0.25	2	0.5	HVAC tech
		X			X			X			0.25	4	1	owner staff
								X			0.3	1	0.3	HVAC tech
								X			0.25	1	0.25	HVAC tech
		X						X			0.25	2	0.5	HVAC tech
		X			X			X			0.25	4	1	owner staff
								X			0.3	1	0.3	HVAC tech
								X			0.25	1	0.25	HVAC tech
		X						X			0.25	2	0.5	HVAC tech
		X			X			X			0.25	4	1	owner staff
								X			0.3	1	0.3	HVAC tech
								X			0.25	1	0.25	HVAC tech
		X						X			0.25	2	0.5	HVAC tech
		X			X			X			0.25	4	1	owner staff
		X						X			0.3	2	0.6	HVAC tech
			X								0.2	1	0.2	owner staff
								X			0.2	1	0.2	owner staff
		X			X			X			0.25	4	1	owner staff
		X						X			0.3	2	0.6	HVAC tech
			X								0.2	1	0.2	owner staff
								X			0.2	1	0.2	owner staff

		X			X			X			0.25	4	1	owner staff
		X						X			0.3	2	0.6	HVAC tech
			X								0.2	1	0.2	owner staff
								X			0.2	1	0.2	owner staff
		X			X			X			0.25	4	1	owner staff
		X						X			0.3	2	0.6	HVAC tech
			X								0.2	1	0.2	owner staff
								X			0.2	1	0.2	owner staff
		X			X			X			0.25	4	1	owner staff
								X			0.3	1	0.3	HVAC tech
								X			0.4	1	0.4	HVAC tech
								X			1	1	1	owner staff
				X	X	X	X				0.5	4	2	owner staff
			X								1	1	1	owner staff
		X						X			0.25	2	0.5	HVAC tech
								X			0.3	1	0.3	HVAC tech
		X			X			X			0.2	4	0.8	owner staff
		X						X			0.25	2	0.5	HVAC tech
								X			0.3	1	0.3	HVAC tech
		X			X			X			0.2	4	0.8	owner staff
		X						X			0.25	2	0.5	HVAC tech
								X			0.3	1	0.3	HVAC tech
		X			X			X			0.2	4	0.8	owner staff
		X						X			0.25	2	0.5	HVAC tech
								X			0.3	1	0.3	HVAC tech
		X			X			X			0.2	4	0.8	owner staff
		X			X			X			0.3	4	1.2	plumber
		X						X			0.5	2	1	plumber
								X			0.75	1	0.75	plumber
								X			0.5	1	0.5	HVAC tech
								X			0.25	1	0.25	plumber
			X								0.25	1	0.25	plumber
		X			X			X			0.15	4	0.6	plumber
		X						X			0.2	2	0.4	owner staff
		X			X			X			0.2	4	0.8	plumber
		X						X			0.2	2	0.4	owner staff
		X			X			X			0.2	4	0.8	plumber
		X			X			X			0.5	4	2	plumber
		X						X			1.5	2	3	plumber
								X			0.25	1	0.25	plumber

			X								0.25	1	0.25	plumber
		X			X			X			0.15	4	0.6	plumber
								X			0.25	1	0.25	plumber
			X								0.25	1	0.25	plumber
		X			X			X			0.15	4	0.6	plumber
		X						X			0.4	2	0.8	plumber
								X			0.5	1	0.5	plumber
								X			0.5	1	0.5	LP supplier
								X			0.5	1	0.5	LP supplier
		X			X			X			0.25	4	1	owner staff
								X			0.3	1	0.3	owner staff
								X			0.3	1	0.3	HVAC tech
		X						X			0.3	2	0.6	owner staff

2026-12 FarmWild Orangery, Annual Labor Hours Summary

System	Task Count	Annual Hours
LP Gas Infrared Heating	10	12
Electric Resistance Heating	20	10.25
Ceiling Fans	16	8
Evaporative Cooling	5	4.7
Exhaust Fans	15	8
Domestic Water Heater	4	3.45
Plumbing Fixtures and Specialties	17	12
LP Gas Supply System	3	2
Natural Ventilation	3	1.2
TOTAL, all systems	93	61.6