



NJSMPL # 12864
Nicholas C. Edelman IV

September 15, 2020

Mr. Tom Rambone
Franklin Township Board of Education
3228 Coles Mill Road
Franklinville, NJ 08322

Re: Franklin Township Schools; Janvier, Reuter, & Main Road, Roof Top Unit Preventative Maintenance

Dear Tom,

Per your request, on the week of 8/25/2020 we performed a preventative maintenance on your HVAC roof top units & refrigeration equipment.

We cleaned all roof top unit's evaporators with evaporator coil cleaner. We cleaned all roof top units & outdoor refrigeration condenser coils with condenser cleaner. We checked all roof top unit's belts and replaced if needed. We also inspected all roof top units & checked for proper operation in cooling & heating mode.

While we were performing our inspection, we found a bad idler pulley on the library roof top unit at Caroline Reutter. We followed up to make the repair. After making the repair we found all equipment serviced to be running in proper operation per manufacturer spec.

We recommend HVAC equipment air filters should be changed four (4) times annually possibly more frequently depending on conditions & wear on filters. Also, we recommend equipment be checked out for proper operation four (4) time annually. Indoor/evaporator cleaning can be done at the customer's request and condenser coils usually take 1 annual cleaning.

If there are any questions, or if we can be of assistance in any other way, please feel free to call.

Sincerely,

Joel Thornton
Joel Thornton
Estimator