# VEHICLE PREVENTIVE MAINTENANCE SCHEDULE FOR YEAR: 2011

<table>
<thead>
<tr>
<th>Vehicle Identification No. (VIN):</th>
<th>License No.:</th>
<th>Agency Veh No.:</th>
<th>Year:</th>
<th>Make and Model:</th>
<th>Useful Life Category</th>
<th>Beginning Mileage:</th>
<th>Date Placed in Service:</th>
<th># of Seats:</th>
<th># ADA Stns:</th>
<th>Disposal Date:</th>
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<tbody>
<tr>
<td>1FDXG25S10JF48871</td>
<td>CN01576</td>
<td>V191</td>
<td>2007</td>
<td>Ford E-450 Champion</td>
<td>Category D</td>
<td>1,214</td>
<td>May 1, 2007</td>
<td>14</td>
<td>2</td>
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**LIST SERVICE AND MANUFACTURER'S SCHEDULES HERE**

<table>
<thead>
<tr>
<th>Scheduled PM Service Task</th>
<th>Established Service Interval</th>
<th>Actual Miles/Cycles at Service</th>
<th>Date Service Completed</th>
<th>By: (Init)</th>
<th>Next Svc Due (Miles/Cycle or Date)</th>
<th>Actual Miles/Cycles at Service</th>
<th>Date Service Completed</th>
<th>By: (Init)</th>
<th>Next Svc Due (Miles/Cycle or Date)</th>
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<tbody>
<tr>
<td>Oil Change / Filter / Lube</td>
<td>3,000 miles</td>
<td>3,049</td>
<td>7/20/2007</td>
<td>dh</td>
<td>6,000</td>
<td>6,022</td>
<td>9/1/2007</td>
<td>sel</td>
<td>9,000</td>
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<tr>
<td>Standard PM Inspection</td>
<td>3,000 miles</td>
<td>3,049</td>
<td>7/20/2007</td>
<td>dh</td>
<td>6,000</td>
<td>6,022</td>
<td>9/1/2007</td>
<td>sel</td>
<td>9,000</td>
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<tr>
<td>Tire Rotation</td>
<td>5,000 miles</td>
<td>5,055</td>
<td>5/18/2007</td>
<td>sel</td>
<td>10,000</td>
<td>10,101</td>
<td>10/20/2007</td>
<td>sel</td>
<td>15,000</td>
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<tr>
<td>Diagnostic &amp; Tune-Up</td>
<td>10,000 miles</td>
<td>10,101</td>
<td>10/20/2007</td>
<td>sel</td>
<td>20,000</td>
<td>20,111</td>
<td>5/6/2008</td>
<td>dh</td>
<td>30,000</td>
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<tr>
<td>Service Brakes</td>
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<td>10/20/2007</td>
<td>fob</td>
<td>20,000</td>
<td>20,111</td>
<td>5/6/2008</td>
<td>sel</td>
<td>30,000</td>
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<td>Replace Serpentine Belts</td>
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<td>5/5/2008</td>
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<td>40,136</td>
<td>5/5/2008</td>
<td>sel</td>
<td>60,000</td>
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<tr>
<td>Tire Replacement</td>
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<td>40,136</td>
<td>11/29/2008</td>
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<td>80,000</td>
<td>80,136</td>
<td>11/29/2008</td>
<td>sel</td>
<td>160,000</td>
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<tr>
<td>Battery Replacement</td>
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<td>40,136</td>
<td>11/29/2008</td>
<td>fob</td>
<td>80,000</td>
<td>80,136</td>
<td>11/29/2008</td>
<td>sel</td>
<td>160,000</td>
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<tr>
<td>Annual Certified Safety Inspection</td>
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<tr>
<td>Braun Wheelchair Lift Schedule A Service</td>
<td>750 cycles</td>
<td>741</td>
<td>6/12/2007</td>
<td>ss</td>
<td>1,500</td>
<td>1,500</td>
<td>8/12/2007</td>
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<tr>
<td>Braun Wheelchair Lift Schedule B Service</td>
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<td>1,524</td>
<td>7/28/2007</td>
<td>ss</td>
<td>3,000</td>
<td>3,500</td>
<td>10/22/2007</td>
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<td>ss</td>
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<tr>
<td>Replace Engine &amp; Cabin Air Filters</td>
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<td>1/22/2008</td>
<td>fob</td>
<td>20,000</td>
<td>20,111</td>
<td>1/22/2008</td>
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<tr>
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<td>40,136</td>
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<td>6/12/2008</td>
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<tr>
<td>Change Engine Coolant</td>
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<td>40,136</td>
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<td>6/12/2008</td>
<td>sel</td>
<td>120,000</td>
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<tr>
<td>Inspect/Lube Wheel Bearings &amp; Ball Joints</td>
<td>60,000 miles</td>
<td>60,221</td>
<td>120,000</td>
<td>fob</td>
<td>120,000</td>
<td>121,539</td>
<td>120,000</td>
<td>sel</td>
<td>240,000</td>
</tr>
<tr>
<td>Replace Shock Absorbers</td>
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<td>sel</td>
<td>120,000</td>
<td>121,539</td>
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<tr>
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<td>120,000</td>
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<td>80,156</td>
<td>6/11/2009</td>
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</tr>
<tr>
<td>Complete A/C Service</td>
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<td>6/11/2009</td>
<td>fob</td>
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<td>80,156</td>
<td>6/11/2009</td>
<td>fob</td>
<td>160,000</td>
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<tr>
<td>Replace Starter &amp; Alternator</td>
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<td>120,000</td>
<td>fob</td>
<td>240,000</td>
<td>121,539</td>
<td>120,000</td>
<td>sel</td>
<td>240,000</td>
</tr>
</tbody>
</table>

**Standard PM Inspection** includes the following: Test all lights, test seatbelt operation and inspect seat condition, check all safety equipment; fire extinguishers, etc. Test starter operation, electric horn, radio and speakers operation, inspect windshield & mirrors. Test wipers, washers & wiper blades. Test park brake operation, test operation of all windows, test A/C & heater operation, test transmission shift control, check coolant level and freeze point, check fan and shroud. Check power steering fluid and brake fluid levels. Fill windshield washer reservoir.

**Standard Diagnostic & Tune-Up** includes Standard PM Inspection plus electronic diagnostic tools for engine performance, test kits, electronic gauges, inspect brake pads/rotors/drums, brake lines & hoses, check exhaust system, fuel line unit, check drive line u-joints, check bolt and tensioner.
Wheelchair Lift Maintenance Policy

It is the intent of Columbia County Rider by way of this policy, to assure that our wheelchair lifts and ramps are maintained to the specifications prescribed by the device manufacturer. The maintenance of wheelchair loading apparatus will be performed by a combination of bus operators, mechanics and certified manufacturer technicians, depending on the level of service required. Services such as daily safety checks, monthly safety checks, and 10 cycle (daily) maintenance shall be performed by the bus operator and documented on the daily vehicle checksheet. All other maintenance and inspection shall be done by a qualified mechanic except those services where the manufacturer requires the service to be performed by a certified or authorized technician.

Wheelchair lifts shall be serviced based on duty cycles. A duty cycle is one full cycle from stowed position back to stowed position. The number of cycles a lift is operated in a given shift will be documented on the daily run sheet. There will also be a lift counter installed to use for verification in each vehicle. The supervisor will keep a running tally of the lift cycles for each vehicle, and send the vehicle in for the next designated service prior to reaching the maximum number of lift cycles allowed between services.

There are three different maintenance schedules for Columbia County Rider wheelchair lifts/ramps, described below; Schedule A, Schedule B and Schedule C. These maintenance schedules will be listed on the fleet maintenance spreadsheets using the appropriate schedule for the type of lift in that particular vehicle. Bus operators will do the 10 cycle inspection each day during their morning vehicle check and anytime during a shift where the lift is cycled more than 10 times. The 10 cycle inspection is described in the Schedule B attachment. In addition to this;

Schedule A includes inspection and service at 750, 1500 and 4500 cycles with service and inspection at consecutive 750 cycles.

Schedule B includes inspection and service every 150 cycles, with additional services required at 1800 cycles. This schedule also requires service at 3600 cycles to be performed by a certified technician.

Schedule C is applicable only to manual wheelchair ramps and requires a monthly safety check which includes cleaning and light lubrication of pivot points and hinges. Services within this schedule may be performed by the bus operator.
1500 SCHEDULE B SERVICE
Perform all procedures listed in previous section

Upper/lower fold arms (2) - Apply grease (synthetic) to contact areas between upper/lower fold arms. See lubrication diagram
Platform pivot pin bearings (4) - Apply light oil - See Lubrication Diagram
Platform fold axles (2) - Apply light oil - See Lubrication Diagram
Inboard roll stop lever bearings (2) - Apply light oil - See Lubrication Diagram
Inboard roll stop lever upper slots (2) - Apply light oil - See Lubrication Diagram
Saddle support bearings (8) - Apply light oil - See Lubrication Diagram
Parallel arm pivot bearings (8) - Apply light oil - See Lubrication Diagram
Handrail pivot pin bearings (4) - Apply light oil - See Lubrication Diagram
Hydraulic cylinder bushings (8) - Apply light oil - See Lubrication Diagram
Inspect inboard roll stop for:
Wear or damage - Resecure, replace or correct as needed. See Platform Angle instructions and Microswitch Adjustment Instructions.
Proper operation. Roll stop should just rest on top surface of the base plate.
Positive securement (both ends)
Inspect handrail components for wear or damage, and for proper operation
Inspect microswitches for securement and proper adjustment
Make sure lift operates smoothly
Inspect outboard roll stop clevis pin securement set screws
Inspect external snap rings:
* Platform slide/rotate pivot pins (2 per pin)
Platform fold axles (1 per axle)
Inboard roll stop lever bracket pins (1 per pin)
Lift-Tite™ latch gas (dampening spring (2 per spring)
Outboard rolls top clevis pins (1 per pin)
Outboard roll stop foot pins (2)
Platform pivot pins (2)

Inspect platform fold axles and bearings for wear or damage and positive securement
Inspect turnbuckle assemblies for wear or damage, proper operation and positive securement
Replace damaged parts and resecure as needed. Apply Light Oil.
Resecure, replace or correct as needed. Apply light oil
Cycles

10
Over all condition
Listen for abnormal noises as lift operates: (ie grinding or binding noises)
Control Pendant
Verify that control pendant is undamaged and cable connector is tight.
Threshold warning system
Verify that system properly detects objects in threshold area and actuates the audible alarm.
Bridgeplate load sensor
Verify that sensor inhibits downward movement of platform when a weight is present of lowered
Bridgeplate.
Hydraulic fluids
Check for obvious hydraulic leaks

150
Electrical Wiring
Inspect electrical wiring for frayed wires, loose connectors, etc.

Vehicle interlock
Place vehicle in non-interlock mode and verify that lift does not operate.

Decals
Verify that lift decals are properly affixed, clearly visible and legible. Replace if necessary.

Armrests
Verify that armrest fasteners are properly tightened.

Lift mounting points
Verify that vehicle mounting and support points are undamaged

Verify that mounting bolts are sufficiently tight and free of corrosion

Main lifting pivots
Verify that link pins on arms are properly installed, free from damage, and locked in position

Platform pivot points
Verify that platform moves freely, without binding and does not wobble

Bridgeplate
Verify that bridgeplate operates without binding during lift functions

Verify that bridgeplate deploys fully when platform stops at floor level

Verify that bridgeplate rests flat against baseplate.

Front rollstop
Verify that rollstop is opened completely when platform is at ground level

Verify that rollstop closes and locks when platform leaves ground

CAUTION
Check and add fluid when platform is at ground level. Fluid that is added will
overflow when platform is lowered.
Verify that pump hydraulic fluid level is at FULL mark when platform is

Add Texaco 01554 Aircraft Hydraulic Oil or equivalent to specified level.

Verify there are no hydraulic fluid leaks.

Verify that manual backup pump operates properly.

1800
Cleaning and lubrication

1. Clean lift with mild soap and water and wipe dry. Aids in keeping by coating all surfaces with a light weight
oil. Remove excess oil.

2. Spray penetrating oil (Curtisol © Red Grease 8816) or WD-40 ® where specified following directions
on container. Remove excess grease from surrounding areas.

CAUTION!
A Ricon authorized dealer must perform the following safety check.

3600
Hydraulic cylinder hoses and fittings
Check hydraulic cylinder for evidence of leaks
Inspect hydraulic hoses for damage
Verify that all fittings are tight