PREVENTATIVE MAINTENANCE CHECKLIST FORM

☐ C.O.A. ☐ TxDOT ☐ Travis County ☐ Sunset Valley

Location:	Signal #_____	Tech 1 Name:		Time Arrived:
Date Maintenance Performed:		Tech 2 Name:		Time Departed:
WRK #				

INFRASTRUCTURE ASSESMENT

OVERALL INT. CONDITION: ☐POOR ☐NEEDS REPAIR ☐ GOOD ☐EXCELLENT	**CONTROLLER TYPE:** ☐Eagle/Siemens ☐McCain ☐Econolite	**MONITOR IP ADDRESS:**
INTERSECTION TYPE: ☐SPAN WIRE ☐ MASTARM ☐ COMBINATION	**CABINET TYPE:** ☐332 ☐336 ☐ITS ☐ATC ☐ 350 ☐ 352	**BBS IP ADDRESS:**
PREEMPTION: ☐YES ☐NO **WORKING:** ☐YES ☐NO	**COMM:** ☐ YES ☐ NO	
NEW TURN ON: ☐YES ☐NO	**SWITCH :** ☐ YES ☐ NO	**GRAFFITTI:** ☐YES ☐NO
BBS: ☐YES ☐NO **BBS Manufacture:**	**CELL MODEM :** ☐ YES ☐ NO	**LOCATION OF GRAFFITTI:** _____
BBS CONNECTED: ☐YES ☐NO **WORKING:** ☐YES ☐NO	**2070 MODULE TYPE:**	_____

Traffic Signals & PHB's

Detection	Loop	Video	Radar	Initials	PM Items	OK	Foll.	N/A	Initials	Item No. - PM Contract Labor	Quant.
1) Detection Type - System Brand: _____	☐	☐	☐		1) Check loops/video/radar detection (Repair if possible) **UPDATE DETECTOR PAGE**	☐	☐	☐		1.1 PM for traffic signal/ Pedestrian Hybrid Beacon	
	Working	Not Working			2) Check DC Isolators / ped buttons / blind beepers	☐	☐	☐		1.2 Replace push button (City supplied)	
NB Detector	☐	☐			3) Check screw terminals tightness	☐	☐	☐		1.3 Replace Signal Head (City supplied)	
SB Detector	☐	☐			4) Verify cabinet ground and record readings (Turn Into COA SPOC)	☐	☐	☐		1.4 Replace CCTV camera (City supplied)	
EB Detector	☐	☐			5) Load switches, seated in sockets	☐	☐	☐		1.5 Replace vehicle detection camera/radar (City supplied)	
WB Detector	☐	☐			6) Check fan operation/set thermostat to 90 degrees replace if making noise.	☐	☐	☐		1.6 Install signal cable (in conduit) (City supplied)	
Signal Head Obstructions	OK	Foll.	N/A		7) Clean cabinet interior, remove dust and replace filters	☐	☐	☐		1.7 Install signal cable (aerial) (City supplied)	
1) No obstructions	☐	☐	☐		8) Replace Conflict Monitor, Program ID / IP (if required)	☐	☐	☐		1.8 Intersection research	
2) Utility Lines	☐	☐	☐		9) Foam all conduits in cabinet and caulk outside edge of cabinet at foundation	☐	☐	☐		2.1 Hourly Labor for Services not specified above	
3) Vegetation	☐	☐	☐		10) Check cabinet interior lighting, (Repair if necesary)	☐	☐	☐		**Intersection Condition** OK Dam. N/A Initials	
4) Pole Conditions	☐	☐	☐		11) Check cables/ service loop hanging (Repair if necessary)	☐	☐	☐		Cable Condition ☐ ☐ ☐	
5) Other _____					12) Check ALL signs - (COA - replace defective regulatory sign) (Contractor - report defective street name sign to SPOC)	☐	☐	☐		Grounding Readings	
Field	OK	Foll.	N/A		13) Check BBS is wired correctly and operational	☐	☐	☐			
1) Clean trash from pull box (Report BIO-Waste to SPOC Immediately)	☐	☐	☐		14) Check/ Clean CCTV, Video Detection Camera lense	☐	☐	☐			
2) Clean trash from signal pole	☐	☐	☐		15) Leave Rat Bait at all pull boxes and Cabinet	☐	☐	☐			
3) Locate all pull boxes	☐	☐	☐		16) Label phoenix plug with corresponding load bay number	☐	☐	☐			
4) Pull in one mule tape per conduit	☐	☐	☐		17) Cut tree limbs with-in 300'	☐	☐	☐			
5) Install missing pole caps and hand hole covers	☐	☐	☐		18) Lube cabinet door lock (Spray Lightly, Use silicone spray or dry lube only)	☐	☐	☐			
6) Level all signal heads / Clean signal faces	☐	☐	☐		19) Enter Signal info in Data Tracker	☐	☐	☐			
7) Weed-eat around all signal poles and cabinet	☐	☐	☐		20) Remove unnecessary cables from cabinet	☐	☐	☐			
					21) Remove unnecessary cables from pull boxes	☐	☐	☐			

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