



Customer: Yonkers City Schools
 Location of Service Needed: Montessori Academy
 Description of Service Needed: Service maintenance repair

Company: EMF
 Priority: Rush
 Service: Service
 Billable service

Customer Purchase Order: _____
 Type: _____

Date Reported: 5/26/2023
 Reported by: _____
 Phone: _____
 Additional Contact: _____
 Phone: _____
 Call taken by: _____
 Ticket author: _____

DATE COMPLETED: 5/26/2023
 Initials of Tech: KJ

LOG OF WORK COMPLETED

Date	Technician	Description of Finding	Description of Actions Taken	Results / Next Steps	Hours	Rate	Amount
5/26/2023	Ken		We returned to install parts on HVAC-8. We gained access to the roof where HVAC-8 is located. We checked operation of Zone 3 actuator through BMS system. We removed the old Honeywell zone damper actuator. We installed the new Belimo NIMB24-SR actuator on Zone 3. We found the damper stocking. We lubricated the damper again and checked operation. The damper is working as expected. We checked Zone 3 damper operation at controller. It is operating as expected.		2	170	\$340.00
5/26/2023	Louis		See above.		2	170	\$340.00
Total Labor:					4		\$ 680.00

MATERIALS PURCHASED FOR SERVICE

Product Number	Description	Quantity	Unit Cost
NIMB24-SR	Damper actuator	1	\$145.50
	Freight	1	\$24.85
Total Material Costs:			\$170.35

(Handwritten signature and initials)



Customer: Yonkers City Schools

Location of Service Needed: Montessori Academy
 Description of Service Needed: Service maintenance repair

 Company: EMF
 Priority: Rush
 Customer Purchase Order: Service
 Type: Billable service

Date Reported: 5/16/2023

Reported by: Darrell
 Phone: _____
 Additional Contact: _____
 Phone: _____
 Call taken by: _____
 Ticket author: _____
 DATE COMPLETED: _____
 Initials of Tech: PI

LOG OF WORK COMPLETED

Date	Technician	Description of Finding	Description of Actions Taken	Results / Next Steps	Hours	Rate	Amount
5/16/2023	Paul		<p>We began making repairs from deficiencies found during the cooling inspection.</p> <p>HVAC-10 - The fan status remains on with fans off. The fan air switch is no good. Using custodial stock we removed and replaced supply fan air switch. We tied tubing into switch. We wired switch. We tested operation. Now it is operating as expected.</p> <p>HVAC-8 - The zone dampers require adjustments. We adjusted all zone HD/CD dampers. We found Honeywell actuator for Zone #3 is no good and requires replacement. We will order a replacement (NMB24-SR) and return to replace it when part arrives.</p> <p>HVAC-3 - The radiator is not responding. We found JCI actuator is no good. It requires replacement. Using custodial stock we replaced it with AFB24-SR actuator. We synced all 3 economizer dampers. We tested operation. All 3 dampers are operating as expected.</p> <p>HVAC-5 and -6 - The zone dampers require adjustments. We aligned and synced all zone dampers. We tested operation.</p> <p>HVAC-6 - Zone 2 damper no longer full closes CD. There is too much play in damper gears. The damper may soon require replacement.</p> <p>HVAC-12 - The radiator requires adjustment. We made adjustments to radiation damper. We tested operation. Now operating as expected.</p> <p>We will return when part arrives to complete.</p>		6	170	\$1,020.00
5/16/2023	Ken		See above.		6	170	\$1,020.00
Total Labor:					12		\$ 2,040.00

MATERIALS PURCHASED FOR SERVICE

Product Number	Description	Quantity	Unit Cost
20JY62	WD-40	1	\$14.16
	Fregjit	1	\$0.04
Total Material Costs:			\$14.20

Handwritten signature and date: 5/20/23