



# Preventative Maintenance/Service

Department of Transportation  
 Montgomery County Public Schools (MCPS)  
 Rockville, Maryland 20855

MCPS Form 215-23  
 August 2018  
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Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Start Time \_\_\_\_:\_\_\_\_  a.m.  p.m. End Time \_\_\_\_:\_\_\_\_  a.m.  p.m.

Bus # \_\_\_\_\_ Odometer Reading \_\_\_\_\_ Inspection Site \_\_\_\_\_

**USE:** X-OK, S-Serviced, C-Cleaned, N-Need Repair, O-Comment, R-Replace, I-Not Applicable, L-Leak, A-Adjust, P-Pass, F-Fail  
**TIRE CODES:** U-Uneven Wear, T-Tread Damaged, S-Slick, H-Hole

IN VEHICLE	BATTERY/ELECTRICAL	START ENGINE
Door, Hinges, Seats, Jump Seat	Terminals—Clean	Check for Leaks
Seatbelts, Mirrors	Cables	Transmission Fluid
Key, Ignition, Neutral Switch	Holddown/Tray	
Horn, Gauges, Warning Device	Battery Disconnect Switch	<b>BRAKES</b>
Starter, Engine Operation		Inspection
Air Pressure	<b>UNDER INSPECTION/LUBE</b>	Slack Adjustment Travel (Inch)
Seats, Aisle, Floor	Suspension, Steering, Tie Rods	LF____ ____ <input type="checkbox"/> RF____ ____
Glass Windshield, Wiper/Washer	King Pin/Ball Joint	LR____ ____ <input type="checkbox"/> RR____ ____
Steering, Parking Brake, Heater	Brake System/Lines	Static Brake Test
Lights: Head, Parking, Turning, Back	Engine, Pan, Starter, Mounts	
Lights: Emergency, Stop Lights, Strobe	Exhaust, Hanger, Muffler, Pipes	<b>ENGINE</b>
First Aid Kit, Body Fluid Kit	Fuel Tank/Mounting	Coolant, Proper Level
Back Up Sensor	Transmission	Radiator Hoses, Water Pump
Child Minder	Universal, Yokes, Slip Joint	Alternator, Belts, Pulleys, Brackets
Back Up Alarm	Frame, Rail, Holddowns	Air Compressor/Mounting
Back Up Camera	Spring, Shocks, U Bolts, and Shackles	Power Steering Fluid Level
Heated Seat	Differential	Windshield Washer
Air Conditioning, Front and Rear	Drain Air Tanks	Fuel-Lines, Pump, Injector
Window/Emergency Exit Buzzer, Latches, and Decals	Air Suspension	Emission Hardware, Vacuum Hose
Roof Hatch		Engine, Valve, Cover, Timing Cover
Fire Extinguisher and Flares		Inspect Air Filter/Restriction Gauge
		Inspect Breather
		Oil After/Added
<b>EXTERIOR: LEFT, RIGHT, FRONT, REAR</b>		Check Engine Light: Code
Tire Condition Tread Depth		DEF Level
LF ____/32 <input type="checkbox"/> RF____/32		
LR ____/32 <input type="checkbox"/> ____/32		
RR ____/32 <input type="checkbox"/> ____/32		
Inflation: Front ____ Rear ____	PMD	
Lugs, Wheels, Rims, Flaps	PMT	
Axle Hub Oil, Hubs	PMV	
Bumpers, Reflectors, Lens	PMO (input quarts used below)	
Logos, Paint, Numbers	PMF	
Body Damage (use diagram on page 2)	PMI	
Wheelchair Lift and Door	PMU	
Stop Signs, Crossing Arm	PMW	
All lights, Strobe Light	PMY	
	<b>LIST ADDITIONAL PARTS USED BELOW</b>	
Back Up Sensors		
Emergency Door		

Comments

Check box if vehicle needs follow-up service.

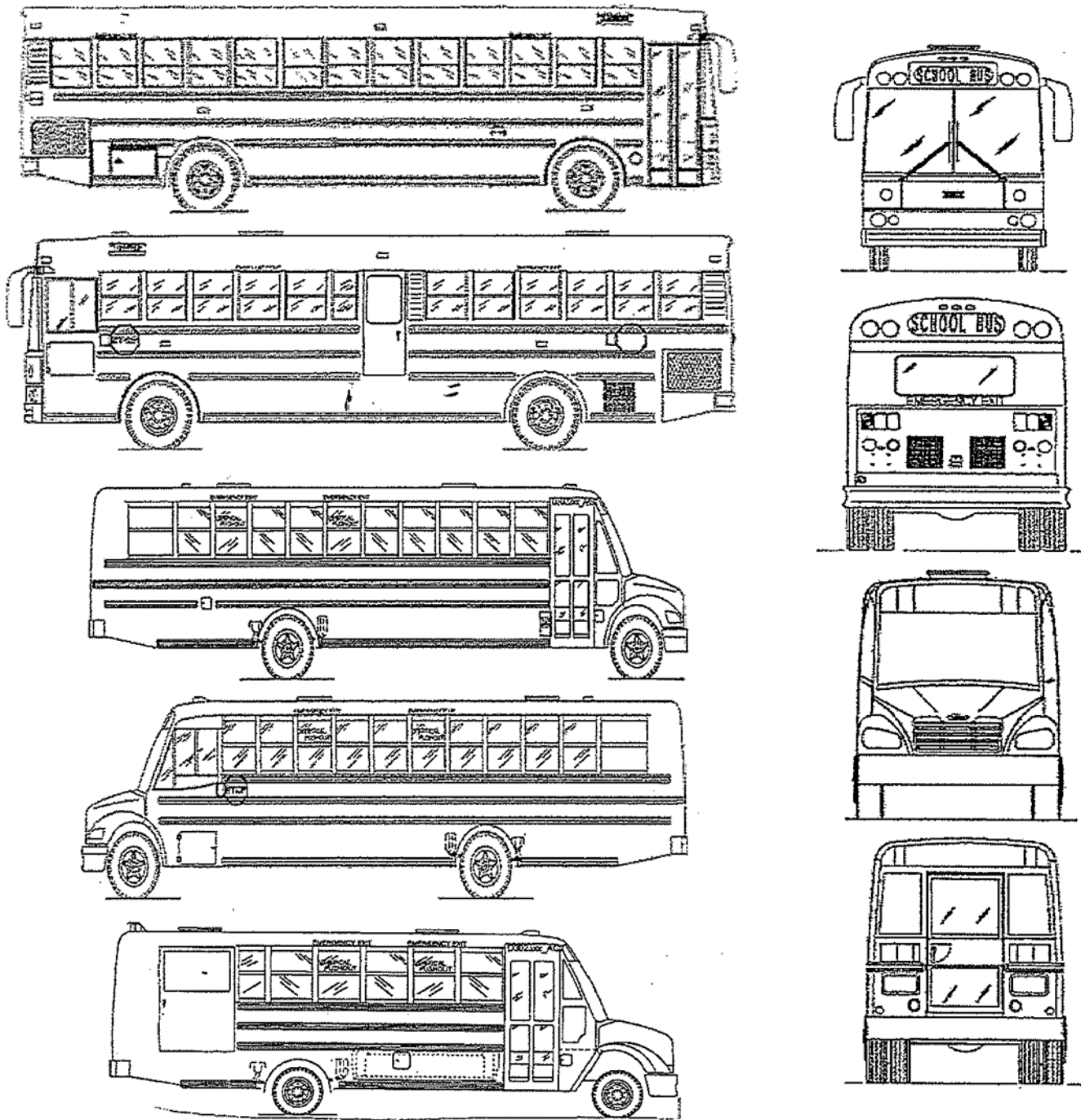
Printed name of Shift Supervisor \_\_\_\_\_ Printed Name of Technician \_\_\_\_\_

Released by \_\_\_\_\_ Work Performed by \_\_\_\_\_

Signature, Shift Supervisor

Signature, Technician

# Body Damage and Rust Report from 30 Day Inspection



Bus # \_\_\_\_\_

- Check Overall Condition of Bus Body
- Check for Body Damage and Rust
- Check Step Well
- Check Inside and Outside of Rear Wheel Wells
- Check Inside and Outside of Emergency Door
- Check Emergency Window for Rust
- Check Inside and Outside of Wheel Chair Door
- Check Lower Panels for Damage and Cracks
- Check for Broken Glass
- Check Bumper and End Caps

Notes