



POST-SEASON ROOF CHECK

South Florida commercial & common-area HVAC | Run once after peak season, September-October
ABC Mechanical, LLC | (877) 824-9888 | abcmechhvac.com

A. IN-HOUSE WALK

ENGINEERING OR MAINTENANCE STAFF | HALF A DAY | NO GAUGES REQUIRED

☐ Inspect every condenser coil face up close.

Look between the fins, not at them. Note whitish salt deposits, matted debris, bent fins, and any aluminum that looks chalky.

☐ Check clearance around every outdoor unit.

Two feet minimum on all sides, open discharge above. Remove anything stored, blown in, or grown in since spring.

☐ Open every cabinet and look for belt dust, oil traces and water staining.

Belt dust in the bottom of a cabinet means a belt is slipping or misaligned right now.

☐ Listen to each fan and blower with the panel open.

Note anything that sounds different than it did in spring. Write down which unit, not just that there was a noise.

☐ Pull the cooling tower basin cover (if applicable).

Check sediment depth, scale on the fill, and any biological film. Photograph it.

☐ Confirm condensate pans and secondary drains are clear and dry.

Check float switches. A dry season hides drain problems that the first heavy rain will find.

☐ Record filter condition and last change date for every unit.

A filter changed on schedule in a dusty, rainless season is often still overdue.

☐ Pull June, July and August electric bills; record kWh and billed peak demand.

Compare to the same months last year. A jump that outruns the weather is an equipment signal.

B. LICENSED TECHNICIAN REQUIRED

CONTRACTOR | SCHEDULE BEFORE THE BUDGET MEETING | DO NOT ATTEMPT IN-HOUSE

☐ Read and log amp draw on every compressor, condenser fan and supply fan.

Record beside nameplate rated load amps on the same sheet. Flag anything within 10 percent of its rating.

☐ Verify refrigerant charge, superheat and subcooling with gauges.

A system that held space temperature all summer can still be undercharged. Leak-check anything that reads low.

☐ Inspect contactors and measure every run and start capacitor.

Check points for pitting and heat discoloration. Measure microfarads against the rating instead of assuming.

☐ Check compressor terminals, wiring insulation and connection torque.

Look for discoloration and brittleness near hot components. Thermal imaging here is worth the time.

☐ Test bearings and check alignment on all belt-driven equipment.

Replace matched belt sets, never a single belt.

☐ Clean condenser coils properly, or schedule it.

Correct direction, low pressure, approved coil cleaner. On coastal buildings, ask for a dry-season rinse schedule.

☐ Review cooling tower water treatment records for June through August.

Look at what happened to conductivity and cycles of concentration during the hottest weeks.

☐ Stroke economizers and outside-air dampers through full travel.

A damper stuck open through a record summer is a quiet, expensive failure.

☐ Produce a written condition report with a remaining-life estimate per unit.

This is the deliverable the board needs. Verbal does not survive a budget meeting.

C. BEFORE THE BUDGET IS ADOPTED

BOARD, MANAGER OR OWNER | OCTOBER-NOVEMBER | 1 HOUR

☐ Get the equipment list in writing with install year and model number.

If nobody has this, building it is the first deliverable, not the second.

☐ Refresh every replacement cost estimate older than 12 months.

Equipment pricing moved through 2026. A carried-forward number is not a current number.

☐ Confirm which equipment the association owns and which the unit owner owns.

The declaration decides this, not the price of the equipment. Ask counsel if unclear.

☐ Check whether any VRF system is in the replacement plan.

VRF still carries a January 1, 2027 R-410A installation deadline. Raise it now if the answer is yes.

☐ Confirm your actual budget notice deadline.

Florida requires the proposed budget 14 days before the adoption meeting; many declarations require more.

☐ Put the condition report in the meeting packet, not just in a folder.

Owners approve numbers they can see the reason for.

Walk completed by _____ Date _____ Technician inspection by _____ Date _____ Condition report received by _____ Date _____