

ATTACHMENT C - MINIMUM ROUTINE INSPECTION (REVISED March 23, 2021)

The City requires a Minimum Routine Inspection for fleet vehicles to include the services listed below. A written inspection report (in the format provided on this form) must be given to the department when the vehicle is delivered to the department upon completion of the inspection and vehicle maintenance. This requirement allows City departments to timely track future required vehicle maintenance.

Item	Item Inspected	Condition	Recommendation
1	Wiper Blades		
2	Air Conditioning System (cold, leaks)		
3	Lights		
4	Air Cleaner		
5	Radiator Condition		
6	Cooling System (leaks, hoses)		
7	Tire Wear & Pressure	LF_____ RF_____ LR_____ RR_____	
8	Belts		
9	Shocks		
10	Steering Linkage Leaks		
11	Transmission Leaks		
12	Engine Leaks		
13	Differential Leaks		
14	Battery & Cables		
15	Exhaust System Leaks		
16	Brakes	Front _____% Rear _____% Emergency Brake _____%	
17	Test Drive, When Appropriate		
18	Other:		