



Subject: MCI Parked Vehicle Maintenance Checklist			
Field change Program: Service Bulletin	Bulletin Number: 3139	Revision: A	Date: 09/17/2020
Coach Section: N/A	P/N: N/A		Type: Service Information

Application:

Coach Model	Model Year	VIN
J4500	All coaches starting Model Year 2010, VIN: 65455	
D- Series	58890, 58892, 58992, 58993, All coaches starting Model Year 2010, VIN: 59139	
J3500	68877, 68909, 68935, 68965, Applies to all coaches starting Model Year 2019, VIN: 21000	
D45CRT-LE	68606, 68616, 68678, 68691, 68717, 68746, 68772, 68803, Applies to all coaches starting Model year 2019, VIN: 81000	

1.0 Description

This bulletin provides a checklist of actions to perform on a daily, weekly, and monthly basis for parked coaches before they are considered ready for driving.

2.0 Material requirements

No material required.

3.0 Special tools

No special tools required.

4.0 Procedure

Action	Daily	Weekly	Monthly	As Required	Comment
Preparation					
Ensure all PPE (Personal Protective Equipment) is worn prior to working on a coach. Staff should be informed of all mask, eye protection and glove equipment necessary before boarding	x				
Consult with insurance provider regarding your maintenance plan. Many may allow on-road or in yard driving as an important part of a maintenance program.				x	
Begin work on newer vehicles first that require less maintenance time to ensure fastest fleet readiness.	x				
Establishing a cleaning, inspection and signoff protocol with tracking dates and staff notation; consider posting a GREEN sheet of paper in the front window to mark vehicles that have				x	
NOTE: Preventive Maintenance Schedules are found in Section 10 of the maintenance manual, online at MCI Active Publications, http://3dparts.mcicoach.com/Manuals.aspx					
Daily fleet walk around recommended	x				
For questions or guidance contact your MCI Technical Solution Manager or Technical Support at 800.241.2947				x	MCI 24/7 Technical Support and Emergency Roadside Assistance 800.241.2947
Consult MCI service status during COVID-19 crisis at our website homepage https://www.mcicoach.com/AboutUs/covid-19-status.htm	x				
Idle Equipment / Extended Parking - Typical Procedures Before Parking a Vehicle For 1-2 Weeks					
Some MCI coaches have on board battery chargers that normal shop power could support. Consider a rotational plan if needed.					
Clean - Use signage with visible date and signoff that vehicle was cleaned					
Disinfect using CDC compliant products					
Lavatory dump and recharge					
Check fluids: top off fuel, engine oil, power steering, transmission, windshield washer solution					
Check air in tires to recommended level					
Disconnect the main battery - switch to OFF					
Lock all doors and compartments					
Engineering Recommendation: If parked more than 2 weeks, then disconnect battery cables					
Weekly - Use High Idle While Function Testing Coach					
Pre-trip and DOT inspection procedures should follow U.S. DOT and Transport Canada requirements.		x			
Confirm operation of all lights.		x			
Check operation of warning buzzers and lights.		x			
Confirm normal battery charge.		x			
Check for any new failure codes and repair.		x			
Ensure all communication devices are operating properly - ELD, GPS, radio		x			
Check wheelchair lift/ramp functionality per PM recommendations.		x			
Check that ADA seating is functioning as designed.		x			
Check seat belts for proper operation.		x			
Fluid check and top-off: fuel, engine oil, power steering, transmission, windshield washer and coolant.					
Check tire pressure check to recommended pressures.		x			
Run HVAC system for in heat and cool modes to confirm there are no failure codes.		x			
Inspect engine and open compartment for any signs of intrusion or damage by people, rodents, etc.		x			
15-20 minute drive tests		x			
Prior to driving - complete a stop distance test successfully in the yard.		x			
While driving - confirm all ADAS and Smart Bus equipment is working.		x			
Return coach and repeat necessary "extended parking" procedures.				x	
Clean and disinfect areas touched during weekly PM.				x	Local cleaning only where touched during maintenance
Tag coach with a clean and ready sign after all clean.				x	
If no street driving available:					
Perform same items above where applicable.		x			
Do a brake stop distance test successfully in the yard.		x			
Monthly					
Repeat steps above.			x		
Extended road test - 30+ minutes at highway speeds			x		
Load test batteries: consider swapping batteries with fully charged batteries, and place removed batteries onto charger for re-use.			x		
Repeat "extended parking".			x		
To Perform as Needed					
DOT and certification related inspections				x	
All open Preventive Maintenance (PM) procedures				x	
Check items impacting customer experience (outlets, recline, cup holders, 110V outlets).				x	https://www.mcicoach.com/service-support/technicalPreventativeMaintenanceGuidelines (Section 10 Maint. Manual)
Check for any newly issued service campaigns and perform as recommended.				x	
Parked engine aftertreatment regenerations				x	
To Be Avoided					
Extended idling (> time to complete required pre-trip). Use high idle during function test. See mfg. guidelines typically < 10min					
Multiple technicians working on one coach					
Opening compartment doors unless there is a reason					
Microphone use					
Return To Service - Notes from the Industry					
Coach Batteries					
Prior to Jump Starting Coach, Battery condition needs to be checked. Jump starting a dead battery can cause equipment and personall damage.				x	
Battery Condition Tests Include					
Physical inspection for buldges and damage		x			
Dirts and Debris - Wipe excess fluids off		x			
Electrolyte Levels		x			
Load test			x		
Amerex System Battery					
If a coach drains chassis batteries, the Amerex system will rely on the built in Amerex battery until it depletes.					
A depleted Amerex battery can cause an unintended fire suppression discharges when coach is jump started or rapid charged					
Follow above Coach Battery recommendations. Do not let individual chassis batteries deplete below 10 VDC		x	x		
DEF System					
When Idling a coach it is recommended to put fresh DEF in tank prior to long term storage				x	
If a coach is parked for 6 months at 95 degrees, DEF will need replacing again				x	
Prior to putting coach back into regular service it is recommended to change DEF.				x	