

**Miller Pipeline
Fleet Department
Equipment Maintenance Requirements
Updated: 12/16/2022**

Overview:

Everyone who uses Miller Pipeline equipment, of any kind, has the responsibility of using that equipment properly, using it safely, keeping it cleaned and ensuring it is well maintained. These guidelines are to be followed so that your tools and equipment will continue to work for you in a safe and efficient manner.

Any driver of a Miller Pipeline Commercial Motor Vehicle (CMV) must do a Pre-Trip and Post-Trip Inspection, and complete the associated paperwork every day.

The foreman is responsible for care and maintenance of the equipment.

If you have questions on anything listed below, please check with the owners manual, or ask your area fleet supervisor.

Report any issues or safety concerns to your area fleet supervisor immediately.

Road Vehicles (includes Trucks, Vans, Tractor Trailers, Pickups, One Tons, Cars, Trailers)

Check the following daily (visually)

- Engine oil
- Fuel level
- Lights
- Lug nuts
- Leaks
- Tires
- Wipers
- Loose parts
- Damage
- Horn
- Steering
- Belts and hoses
- Exhaust
- Windows
- Mirrors
- Brakes
- Hitch/Couplings
- Suspension
- Reflectors
- Air Lines

Tips for Inspection:

- Always walk around your vehicle before starting or moving.
- Check your tires daily. Use a gauge at least every other week. Always keep tires inflated to within 10% of recommended psi. Critical on radial tires.
- Always check lights on trucks and trailers.
- Make sure brake adjustment is correct (especially important for air brakes).
- Make sure safety equipment is updated and correct- fire ext, triangles, etc.
- Make sure trailer connections are correct and breakaway systems work.
- Make sure proper registration, insurance and other forms are in vehicle.
- Make sure proper year sticker and license plate are on your vehicle.
- Make sure you have your medical card with you.
- Make sure your license is correct and up to date.
- Make sure Annual Vehicle Inspection is current and up to date.
- Make sure all loads are securely fastened onto truck bed or trailer with the proper amount of chains and boomers.
- Keep trash out of cabs of trucks.
- Keep trailers free of debris- sweep if necessary
- Specialty trucks (Camera, Vacuum, Boiler, Other) must adhere to manufacturing guidelines

Service Recommendations (Weekly unless noted):

- Grease (periodic, or scheduled)
- Grease dump bed
- Brake fluid
- Transmission fluid
- Rear End (yearly)
- Washer solvent
- Radiator fluid
- Grease fifth wheel
- Wheel bearings
- Hub bearing oil level
- Change oil and filter (periodic, or scheduled)
 - Cars, Trucks, Vans (gas engine):
 - 7.5k miles, normal driving conditions (or 2x per year minimum)
 - 6k miles, dirty right of way conditions, lots of idling
 - Use 5W30 SYN, 10W-30, 10W-40 or 15W-40
 - DO NOT USE 5W-20 Oil
 - Vans, Dumps, One-Tons, Vac Rigs, Other (diesel engine)
 - 7.5k miles, normal conditions (or 2x per year minimum)
 - 10k miles semi trucks
 - Always use 10W-30 or 15W-40 CK4 diesel rated engine oil

- Lowboy Tractors, Class 8 Trucks, and other (diesel engines)
 - 10k miles normal conditions
 - 8-10k miles dirty, right of way conditions, lots of idling
- Service transmission (every 30-40k miles for gas engines, and 1x per year diesel engines)

Small Size Equipment (Generators, Wackers, Arrow Boards, Water Pumps, Air Tools, Fusion Machines, Other)

Check the following daily (visually)

- Engine oil level
- Air filter
- Fuel level
- Cleanliness
- Loose parts
- Lights (if equipped)
- Hoses
- Hydraulic oil level
- Air tool oil level
- Gaskets
- Overall condition

Service Recommendations:

- Change engine oil every 25 hours of operation, depending on application
- Grease and lube as necessary per application
- Clean or replace air and fuel filters as necessary
- Drain water daily in winter time
- Lube air tools with air tool oil daily
- Use water traps for air tools to prevent damage

Medium and Large Size Equipment (Backhoes, Air Compressors, Dozers (small), C/U tractors, Trenchers, Plows, Skid Steers, Compact Equipment, Excavators, Sidebooms, Dozers, Bore Machines, Other)

Check the following daily (visually)

- Engine oil level
- Air filter
- Tires or Tracks
- Fuel level
- Grease as needed
- Radiator cleanliness
- Check for leaks
- Hydraulic oil level

- Loose parts
- Lights and flashers
- Hoses
- Gauges
- Buckets, teeth
- Pins
- General condition

Service Recommendations:

- Change engine oil and filter every 500 hours of operation, depending on application
- Change more frequently in extreme conditions
- Always use 10W-30 or 15W-40 CK4 diesel rated engine oil
- Change air & fuel filters 2-3 times per year (normal conditions). More frequently in extreme conditions.
- Change hydraulic and transmission filters every 1k hours or yearly (normal)
- Drain hydraulic oil every 2k hours
- Keep teeth and blades replaced/sharp as needed

Tips for Operations/Service:

- Do not shut off air compressors without closing air valves
- Grease digging attachments daily under normal conditions
- Grease hoe ram attachments every 30 minutes of use
- Keep tire pressures at operating PSI
- Keep equipment as clean as possible
- Keep mud cleaned out of tracks
- Do NOT let track equipment freeze to the ground – skid up tractor
- Do NOT operate equipment if known problem exists which could create an unsafe condition for operator or damage the machine.
- Boom down equipment when hauling on trailer

Fleet Department Contacts:

Name	Title	Area	Phone
Jim Romer	Manager, Fleet Services	Corporate	317-903-2305
Lenny Green	Fleet Logistics Coordinator	Corporate , MSD/WEKO	317-695-4331
Theresa Fox	Fleet Coordinator	Corporate	317-653-5317
Julie May	Fleet Coordinator	Corporate	317-501-8645
Tracie Guess	Fleet Administrator	Corporate	317-653-5318
Travis Hollingsworth	Regional Fleet Supervisor	Midwest Construction	317-339-4287
Jim Brown	Shop Foreman	Indianapolis Shop	317-903-3746
Mark Whaley	Regional Fleet Supervisor	Great Lakes Construction	586-255-0598
Chad Lowe	Regional Fleet Supervisor	Ohio Construction	614-348-2857
Bill Medina	Regional Fleet Supervisor	East Construction	410-274-3481
Brian Bundy	Regional Fleet Supervisor	South Construction	205-500-0060
Carl Tucker	Regional Fleet Supervisor	South Construction	704-691-5576
Mark Batton	Operations Coordinator	MSD /WEKO	386-663-5176