

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: NY039 Date of Visit: 5/18/23

Contractor Personnel on Site:

- |                         |          |
|-------------------------|----------|
| 1. <u>Patrick Brown</u> | 3. _____ |
| 2. _____                | 4. _____ |

**Work Performed:**

**Preventive Maintenance** - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. WO#'S , 21844 , 21845 , 21871 , 22062 , 22063 , 22064 ,
2. 22065 , 22077 , 22083 , 22094 , 22104 , 21872 , 22066 ,
3. 22067 , 21873 , 22068 , 22069,
4. ASSET#'S , 9932 , 9935 , 9898 , 9929 , 9933 , 9934 , 9890 ,
5. 9940 , 9941 , 9946 , 9947 , IL-31 , IL-32 , IL-33 , 190917-,  
269,250,251,263,268,265,266

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

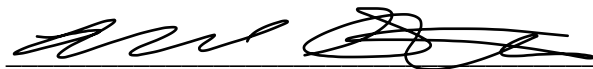
Print Name: Patrick Brown Date: 5/18/23

Signed: 

To be signed by Facility Manager:

By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: Mike SHIFFLETT Date: 5/18/23

Signed: 

E-Mail: \_\_\_\_\_

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**AIR COOLED CHILLER, PACKAGE UNIT**

SITE AND BLDG #: NY039 BLDG1  
outside near dock  
 LOCATION/RM #: \_\_\_\_\_ WO# 22077 ASSET # 9890

MECHANIC  
 SIGNATURE: \_\_\_\_\_ DATE: 5/18/23  
 START TIME: 10am FINISH TIME: 10:30am

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
2	No intentional venting of refrigerants is permitted. During the servicing, maintenance, and repair of refrigeration equipment, the refrigerant must be recovered.	✓		
3	Whenever refrigerant is added or removed from equipment, record the quantities on the appropriate forms. Forms to be maintained by technician in universal waste binder.		✓	
4	Recover, recycle, or reclaim the refrigerant as appropriate.	✓		
5	If disposal of the equipment item is required, follow regulations concerning removal of refrigerants and disposal of the item.	✓		
6	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	✓		
7	Refrigerant oils to be treated as hazardous waste.	✓		
8	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and all labels on refrigerant containers.	✓		
9	Remove access covers prior to accomplishing check points.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
<b>CONDENSER</b>				
1	Remove debris from air screen and clean underneath unit.	✓		
2	Pressure wash coil with proper cleaning solution.		✓	
3	Straighten fin tubes with fin comb.		✓	
4	Check electrical wiring and tighten loose connections. Check fused disconnect switches for condition and operation, contactors	✓		
5	Check mounting for tightness.	✓		
6	Check for corrosion. Clean and treat with inhibitor as needed.	✓		
7	Check fan or blower for bent or damaged blades and imbalance.	✓		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
8	Lubricate shaft and motor bearings on fans and remove old or excess lubricant, if applicable.	✓		
9	Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multi-belt drives should be replaced with matched sets.		✓	
EVAPORATOR				
1	Inspect evaporator for any obvious deficiencies.	✓		
2	Inspect plumbing, valves and flanges for leaks and correct as needed.	✓		
COMPRESSOR(S)				
1	Lubricate drive coupling, if applicable.	✓		
2	Lubricate motor bearings (non-hermetic), if applicable.	✓		
3	Check bearings for vibrations or unusual noises.	✓		
4	Leak test unit with soap test or electronic device.	✓		
5	Check compressor oil level., if applicable.	✓		
6	Run machine; check action of controls, relays, switches, etc. to see that: a. Compressor(s) run at proper settings. b. Suction and discharge pressures are proper.	✓		
7	Check vibration eliminators. Replace as necessary.	✓		
8	Document AMP draw on compressors		✓	L1 120 L2 120 L3 120
9	Check safety controls for high pressure cut off.	✓		
CONTROLS				
1	Record chilled water supply and return temps and Humidity .	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed discription of the deficiency.

To be performed by: HVAC Technician

**Additional Notes:** The air handler is down I'm unable to do a full load test. on the chiller unit