

ATTACHMENT J-0200000-05  
FORMS

CERTIFICATION OF WORK

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

FACID/Building: P-003 Date of Visit: 4/4/19

Contractor Personnel on Site:

- |                               |                              |
|-------------------------------|------------------------------|
| 1. <u>Tony</u> <u>Granus</u>  | 4. <u>Scott</u> <u>Werry</u> |
| 2. <u>Jim</u> <u>Geertsen</u> | 5. _____                     |
| 3. <u>Gary</u> <u>Beitzel</u> | 6. _____                     |

Work Performed:

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

- |                |       |
|----------------|-------|
| 1. <u>8252</u> | _____ |
| 2. <u>8301</u> | _____ |
| 3. _____       | _____ |
| 4. _____       | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertsen Date: 4-4-19

Signed: [Signature]

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: SSG Bird Keith Date: 20190404

Signed: [Signature]

E-Mail:

OTHER RECURRING SERVICES CERTIFICATION OF WORK  
(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: PA 003-01 Date of Visit: 4/4/19

Contractor Personnel on Site:

- |                         |                       |
|-------------------------|-----------------------|
| 1. <u>Tony Lorenz</u>   | 4. <u>Scott Werry</u> |
| 2. <u>Jim Geertgens</u> | 5. _____              |
| 3. <u>Guy Batzel</u>    | 6. _____              |

Work Performed:

Other Recurring Services

- |                 |       |
|-----------------|-------|
| 1. <u>836 f</u> | _____ |
| 2. _____        | _____ |
| 3. _____        | _____ |
| 4. _____        | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens Date: 4-4-19

Signed: [Signature]

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: SSG Brad Keitel Date: 20190404

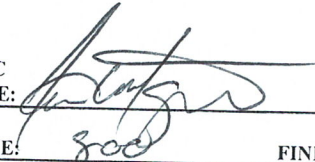
Signed: [Signature]

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
THERMOSTATS**

SITE AND BLDG #:

PR 003-01

MECHANIC  
SIGNATURE:


DATE:

4/4/19

LOCATION/RM #:

Drill  
Hall

WO#

8252

ASSET #

5400

START TIME:

800

FINISH TIME:

805

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS  (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		/	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	/		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.	/		
6	If applicable, replace battery as needed.		NA NA	

Note: The technician shall perform any repairs identified during PM. Cost: \$250.00

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:

1. R. Dr. 10)

Set Action

74

76



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST THERMOSTATS

SITE AND BLDG #:

P003-01

MECHANIC

SIGNATURE:

DATE:

4/4/18

LOCATION/RM #:

D44

WO#

6202

ASSET #

5415

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.			
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.			
2	Review all zone set points at the server.			
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.			
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.			
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.			
6	If applicable, replace battery as needed.			

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:

Disconnected

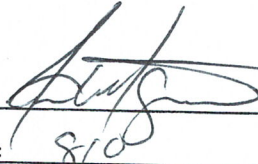
1 R ANPLOG

See ACONE

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** THERMOSTATS

SITE AND BLDG #:

P2003-01

MECHANIC  
SIGNATURE:


DATE:

4/4/15

LOCATION/RM #:

1st SGT

WO#

6212

ASSET #

5424

START TIME:

8:00

FINISH TIME:

8:15

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		/	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	/		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		N/A	
6	If applicable, replace battery as needed.		N/A	

Note: The technician shall perform emergency maintenance if the following conditions are met:

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:

1 PC

ANALOG

Ser 60

ACRUNC

64.2



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST THERMOSTATS

SITE AND BLDG #:

P2003-C1

MECHANIC  
SIGNATURE:

DATE:

4/4/18

LOCATION/RM #:

Commander

WO#

8252

ASSET #

5427

START TIME:

815

FINISH TIME:

820

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		/	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	/		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		NA	
6	If applicable, replace battery as needed.		NA	

Note: The technician shall perform any repairs identified during PM visits. \$250.00 per visit.

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:

1 P- P2003-C1

Set 55- P2003-C1 58.2

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST THERMOSTATS

SITE AND BLDG #:

P 003-01

MECHANIC  
SIGNATURE:

DATE:

4/4/19

LOCATION/RM #:

MTC

WO#

E257

ASSET #

5428

START TIME:

825

FINISH TIME:

830

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		/	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		/	
6	If applicable, replace battery as needed.		WJ	

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 description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

1 PC Process  
Ser 75 PICTURE 70.2



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST THERMOSTATS

SITE AND BLDG #:

Pr 003-C1

MECHANIC  
SIGNATURE:

DATE:

4/4/15

LOCATION/RM #:

Classroom

WO#

8022

ASSET #

5429

START TIME:

830

FINISH TIME:

835

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		/	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	/		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		NA	
6	If applicable, replace battery as needed.		NA	

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 description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

1 Pc

MPLCg

Set 55

Actual

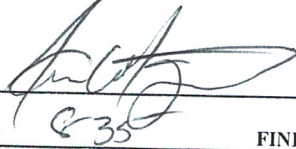
58.2



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST THERMOSTATS

SITE AND BLDG #:

Pa 003 ~1

MECHANIC  
SIGNATURE:


DATE:

8/6/18

LOCATION/RM #:

DDN ~

WO#

8252

ASSET #

5432

START TIME:

8:35

FINISH TIME:

8:40

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		—	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		—	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.	HA	—	
2	Review all zone set points at the server.		—	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	—		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	—		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		NA	
6	If applicable, replace battery as needed.		NA	

Note: The technician shall perform any repairs identified during PM on a 24-hour basis.

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 description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

1 R Ann 101

Ser

72.

Potunc

74.4

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST THERMOSTATS

SITE AND BLDG #:

PAC03-01

MECHANIC  
SIGNATURE:


DATE:

4/4/19

LOCATION/RM #:

OPS

WO#

8202

ASSET # 5433

START TIME:

8:35

FINISH TIME:

8:40

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		/	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	/	/	
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		/	
6	If applicable, replace battery as needed.		/	

Note: The technician shall perform any repairs identified during PM up to \$250 (diagnostic fee included).

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 description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

1 R ANACOS

Set

72

Actual

74.4