

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: Pr 003

Date of Visit: 7/9/19

Contractor Personnel on Site:

1. Tony Granus
2. Tom Geertgens
3. Scott Warr

- 4.
- 5.
- 6.

Work Performed:

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

1. 9866
2. 9718
3. 9856
- 4.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Tom Geertgens Date: 7-9-19

Signed: Tom Geertgens

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 Kcik Date: 20190709

Signed: Kyle Bird

E-Mail:

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

FacID/Building: Pa003

Date of Visit: 7/9/19

Contractor Personnel on Site:

1. Tony Coons
2. Jim Geertgens
3. Scott Warr

4. _____
5. _____
6. _____

Work Performed:

Other Recurring Services

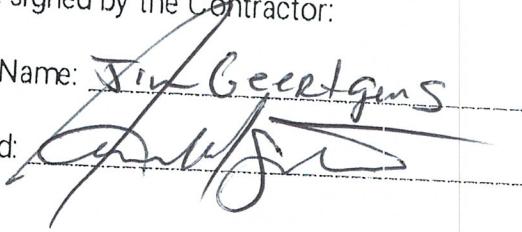
1. 9839
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens

Date: 7-9-19

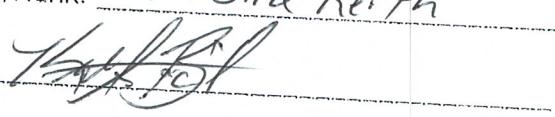
Signed: 

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: SSG Bird Keith

Date: 20190709

Signed: 

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: *Pr 003-01*LOCATION/RM #: *Baker* WO# *9866* ASSET # *7092*MECHANIC
SIGNATURE: *John*DATE: *9/9/19*START TIME: *800*FINISH TIME: *810*

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
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 to.		✓	
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.		✓	
3	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.		✓	
2	Inspect couplings and check for any pump seal leaks.		✓	<i>Sealed</i>
3	Check motor mounts and vibration pads		✓	
4	Tighten all pump flanges.		✓	
5	Visually check pump alignment and coupling		✓	
6	Inspect electrical connections		✓	

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 perfomed by: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #:

PA 003-01

LOCATION: DIREC

W# 9866 Asset # 7736

MECHANIC
SIGNATURE:

DATE:

7/9/12

START TIME: 8:00

FINISH TIME: 8:15

CHECK POINT	CHECKPOINT DESCRIPTION	TASKS COMPLETED		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO	
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	Review manufacturer's instructions.		✓	
3	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	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	✓		
2	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	✓		
3	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	✓		
4	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.	✓		
5	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	✓		
6	Inspect gear box, change or add oil as required.	✓		
7	Perform required lubrication. Remove old or excess lubricant.	✓		
8	Clean unit and mechanism thoroughly. Touch up paint where required.	✓		
9	Clean up and remove all debris.	✓		

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.
 Checklist compiled in accordance with:

- General Services Administration (GSA) Public Building Service. 2012. *Public Buildings Maintenance Standards Final*. October 1.

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))
 Additional Notes:

1 PC

15x12

Needs painted

Bottom of door is bent

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #:

PA003-01

LOCATION: DRILL WST # 9866 ASSET # 7989

MECHANIC
SIGNATURE:

START TIME:

7/19/19
8:15

DATE:

FINISH TIME: 8:25

CHECK POINT	CHECKPOINT DESCRIPTION	HAS THIS BEEN COMPLETED?		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
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	Review manufacturer's instructions.		/	
3	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	Check with door operating personnel for any known deficiencies.	/		
2	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	/		
3	If applicable, operate with power from start to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.		NA	
4	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.		NA	
5	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.	/		
6	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.		NA	
7	If applicable, inspect gear box, change or add oil as required.	/		
8	Perform required lubrication. Remove old or excess lubricant.	/		
9	Clean unit and mechanism thoroughly. Touch up paint where required.	/		
10	Clean up and remove all debris.	/		

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.
 Checklist compiled in accordance with:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at [\(Provide Link to OEM Manual/Asset Library\)](#)

Additional Notes:

OJEN HERO

Fire

Door

6x7

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #: PAC03-a1LOCATION: DRILL 1044 Work 9866 Asset # 7991MECHANIC
SIGNATURE: DATE: 2/8/18START TIME: 825FINISH TIME: 835

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO	
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	Review manufacturer's instructions.		/	
3	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	Check with door operating personnel for any known deficiencies.	/		
2	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	/		
3	If applicable, operate with power from start to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.			
4	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.		/	
5	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.	/	/	
6	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.			
7	If applicable, inspect gear box, change or add oil as required.		/	
8	Perform required lubrication. Remove old or excess lubricant.			
9	Clean unit and mechanism thoroughly. Touch up paint where required.	/		
10	Clean up and remove all debris.			

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.
 Checklist compiled in accordance with:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at [\(Provide Link to OEM Manual/Asset Library\)](#)
 Additional Notes:

2 x 3fire shutter

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #: Pro03-01LOCATION: WILLIAMS FALCON ASSET 7982MECHANIC
SIGNATURE: DATE: 7/18/18START TIME: 835FINISH TIME: 845

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
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	Review manufacturer's instructions.			
3	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 DAILY OR EACH INSPECTION SERVICE				
1	Check with door operating personnel for any known deficiencies.			
2	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.			
3	If applicable, operate with power from start to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.			
4	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.			NP
5	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.			NP
6	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.			
7	If applicable, inspect gear box, change or add oil as required.			NP
8	Perform required lubrication. Remove old or excess lubricant.			
9	Clean unit and mechanism thoroughly. Touch up paint where required.			
10	Clean up and remove all debris.			

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.
 Checklist compiled in accordance with:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at [\(Provide Link to OEM Manual/Asset Library\)](#)
 Additional Notes:

573 FIRE Shutter