

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: 9/6/19

Contractor Personnel on Site:

1. Tony Lazarus
2. Scott Werry
3. Jim Geertgens

- 4.
- 5.
- 6.

Work Performed:

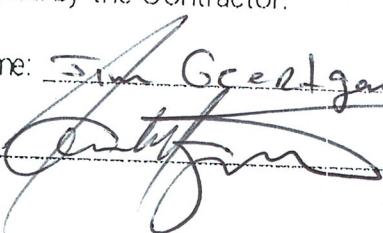
Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. 10800
2. 10923
3. 10840
- 4.

CERTIFICATION OF WORK

To be signed by the Contractor:

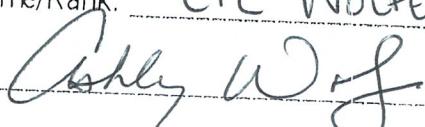
Print Name: John Geertgens Date: 9-6-19

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: CPL WOLFE, ASHLEY Date: 20190906

Signed: 

E-Mail:

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

FacID/Building: Pr 003 - 01 Date of Visit: 9/6/19

Contractor Personnel on Site:

1. Tony Cross
2. Jim Geertzen
3. Scott Berry
4. _____
5. _____
6. _____

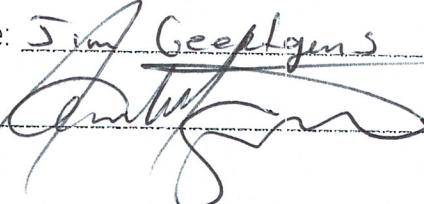
Work Performed:

Other Recurring Services

1. 10741
2. _____
3. _____
4. _____

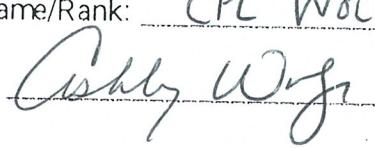
CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertzen Date: 9-6-19
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: CPL WOLFE, ASHLEY Date: 2019.0906
Signed: 
E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FAN COIL UNIT/ DUCTLESS MINI SPLIT

SITE AND BLDG #: *P2003-01*LOCATION/RM #: *CM1*WO# *16949*ASSET # *5211*MECHANIC
SIGNATURE: *John*DATE: *8/6/15*START TIME: *8:50*FINISH TIME: *9:00*

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (OF 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	Schedule shutdown with operating personnel, as needed.	/		
3	As needed, de-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.	/		
1	Check fan blades for dust buildup and clean if necessary.		/	<i>NA</i>
2	When applicable, check fan blades and moving parts for cracks and excessive wear.		/	<i>NA</i>
3	Tighten all electrical connectors to proper torque as needed.	/		
4	Check that the fan runs properly in all speeds as applicable.	/		
5	Check dampers and rotating auto diffusers for dirt accumulations, clean as necessary. Check felt, repair or replace as necessary.	/		
6	Check damper actuators and linkage for proper operation as applicable. Adjust linkage on dampers if out of alignment.	/		
7	Lubricate mechanical connections of dampers sparingly as applicable.		/	<i>NA</i>
8	Check the valve(s) for signs of leakage and proper operation. If leak is detected, submit a UE.		/	
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.		/	
10	Check coils for leaking, tightness of fittings.		/	
11	Use fin comb to straighten coil fins as needed.		/	<i>NA</i>

K00-046CMI Management Inc.

- 12 Check belts for wear and cracks, adjust tension or alignment as applicable. Replace belts when necessary.
- 13 Check rigid couplings for alignment on direct drives, and for tightness of assembly.
- 14 Vacuum interior of unit.
- 15 Check filter door for proper gasketing and air leaks. Correct as necessary.
- 16 Change the filter as needed with the correct size and type filter.
- 17 Insure that drain(s) are clear and running.
- 18 Clean up work area.

*NA**NA**NA**NA**NA*

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For 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: General Maintenance Worker
 Additional Notes: