

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: PA 011 Date of Visit: 5/7/19

Contractor Personnel on Site:

1. Tony Gorenus
2. Jim Goertzen
3. Scott Werry
4. Greg Betsel
5. _____
6. _____

Work Performed:

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

1. <u>8505</u>	<u>8682</u>
2. <u>8688</u>	<u>8713</u>
3. <u>8780</u>	
4. <u>8485</u>	

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Goertzen Date: 5-7-19

Signed: Jim Goertzen

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: Ramón E. DelaCruz SGT Date: 20190507

Signed: Ramón E. DelaCruz

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

FacID/Building: PA 011 Date of Visit: 5/8/19

Contractor Personnel on Site:

1. Tony Gazeus
2. Jim Gentles
3. Scott Werry
4. Gary Belford
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 8592
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Gentles Date: 5-7-19

Signed: Jim Gentles

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: Ramón E. DelaCruz SGT Date: 20190507

Signed: Ramón E. DelaCruz

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: PF 011-01
LOCATION/RM #: DRY WO# 8780 ASSET # 3103

MECHANIC SIGNATURE: Mark Sherry DATE: 5/2/18
START TIME: 9:00 FINISH TIME: 9:30

ITEM #	DESCRIPTION	LAST COMPLETED	NOTES/REMARKS	
			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.		<input checked="" type="checkbox"/>	
2	Remove power at Drive or at Breaker Panel. Verify with tester or meter that power has been removed. Install lock out tag out if servicing alone or in confined space for safety precautions.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check fan blades and moving parts for cracks and excessive wear.		<input checked="" type="checkbox"/>	
2	Check running motor amperages on all three phases (record in note column) note L1, L2, and L3 amp draws.		<input checked="" type="checkbox"/>	L1 <u>3.3</u> L2 <u>3.3</u> L3 <u> </u>
3	Tighten all electrical connectors/lugs to proper torque.		<input checked="" type="checkbox"/>	<u>N/A</u>
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.		<input checked="" type="checkbox"/>	
5	Check bearing collar set screws on fan shaft to make sure they are tight.		<input checked="" type="checkbox"/>	
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.		<input checked="" type="checkbox"/>	
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.		<input checked="" type="checkbox"/>	
8	Lubricate mechanical bearings and connections sparingly.		<input checked="" type="checkbox"/>	
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.		<input checked="" type="checkbox"/>	<u>N/A</u>
10	Check coils for leaking, tightness of fittings.		<input checked="" type="checkbox"/>	<u>N/A</u>
11	Use fin comb to straighten coil fins.		<input checked="" type="checkbox"/>	<u>N/A</u>
12	If applicable, clean strainer (annually).		<input checked="" type="checkbox"/>	
13	Flush and clean condensate pans and drains, remove all rust prepare metal and paint. Hose down coils and drain pans and wash with an appropriate EPA approved solution approved solution. Treat condensate pans with an EPA approved biocide.		<input checked="" type="checkbox"/>	<u>N/A</u>
14	Check belts for wear and cracks, adjust tension or alignment. Replace belts when necessary. Multi-belt drives shall only be replaced with matched sets.		<input checked="" type="checkbox"/>	
15	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.		<input checked="" type="checkbox"/>	
16	Check and test freezestat for proper operation		<input checked="" type="checkbox"/>	<u>N/A</u>
17	Vacuum interior of unit.		<input checked="" type="checkbox"/>	
18	Check filter doors and access doors for proper gasketing and air leaks. Correct as necessary.		<input checked="" type="checkbox"/>	<u>N/A</u>
19	Lubricate fan shaft bearings while unit is running. Add grease slowly until slight bleeding is noted from the seals. Do not over lubricate. Remove old or excess lubricant.		<input checked="" type="checkbox"/>	
20	Clean up work area.		<input checked="" type="checkbox"/>	

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:

PLA 1

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: *Pa 01 -01*
 LOCATION/RM #: *PLC* WO# *8700* ASSET # *304*

MECHANIC
SIGNATURE: *Spencer W*DATE: *5/2/18*START TIME: *9:30*FINISH TIME: *10:00*

ITEM	DESCRIPTION	SPECIAL INSTRUCTIONS	NOTES/ACTIONS		
			YES	NO	REMARKS/EXPLANATION
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.		<input checked="" type="checkbox"/>		
2	Remove power at Drive or at Breaker Panel. Verify with tester or meter that power has been removed. Install lock out tag out if servicing alone or in confined space for safety precautions.				
1	Check fan blades and moving parts for cracks and excessive wear.		<input checked="" type="checkbox"/>		
2	Check running motor amperages on all three phases (record in note column) note L1, L2, and L3 amp draws.		<input checked="" type="checkbox"/>		L1 _____ L2 _____ L3 _____
3	Tighten all electrical connectors/lugs to proper torque.		<input checked="" type="checkbox"/>		
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.		<input checked="" type="checkbox"/>		
5	Check bearing collar set screws on fan shaft to make sure they are tight.		<input checked="" type="checkbox"/>		<i>N/A</i>
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.		<input checked="" type="checkbox"/>		
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.		<input checked="" type="checkbox"/>		
8	Lubricate mechanical bearings and connections sparingly.		<input checked="" type="checkbox"/>		
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.		<input checked="" type="checkbox"/>		
10	Check coils for leaking, tightness of fittings.		<input checked="" type="checkbox"/>		<i>N/A</i>
11	Use fin comb to straighten coil fins.		<input checked="" type="checkbox"/>		<i>N/A</i>
12	If applicable, clean strainer (annually).		<input checked="" type="checkbox"/>		<i>N/A</i>
13	Flush and clean condensate pans and drains, remove all rust prepare metal and paint. Hose down coils and drain pans and wash with an appropriate EPA approved solution approved solution. Treat condensate pans with an EPA approved biocide.		<input checked="" type="checkbox"/>		<i>N/A</i>
14	Check belts for wear and cracks, adjust tension or alignment. Replace belts when necessary. Multi-belt drives shall only be replaced with matched sets.		<input checked="" type="checkbox"/>		
5	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.		<input checked="" type="checkbox"/>		
6	Check and test freezestat for proper operation		<input checked="" type="checkbox"/>		
7	Vacuum interior of unit.		<input checked="" type="checkbox"/>		
18	Check filter doors and access doors for proper gasketing and air leaks. Correct as necessary.		<input checked="" type="checkbox"/>		
19	Lubricate fan shaft bearings while unit is running. Add grease slowly until slight bleeding is noted from the seals. Do not over lubricate. Remove old or excess lubricant.		<input checked="" type="checkbox"/>		
20	Clean up work area.		<input checked="" type="checkbox"/>		

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:

PLU - 1

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DEHUMIDIFIER

SITE AND BLDG #:

P-01-01

MECHANIC
SIGNATURE:


LOCATION/RM #:

WO# 8786

ASSET # 5631

DATE: 5/5/13

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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.		
1	Check water inlet and outlet for any leaks, repair as needed.		
2	Clean and/or replace filter as needed.		
3	If applicable, check hours per usage, replace tanks 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 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:

No Access in vault