

CERTIFICATION OF WORK

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

FACID/Building: Pa 013-01

Date of Visit: 5/1/19

Contractor Personnel on Site:

1. Tony Gragni
2. Scott Wray
3. Jim Beentjes

- 4.
- 5.
- 6.

Work Performed:

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

1. 8518
2. 8661
3. 8786
- 4.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Beentjes

Date: 5-1-19

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: R. en. 1 Sarge

Date: 1-5-2019

Signed: 

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

FacID/Building: P003 Date of Visit: 5/1/19

Contractor Personnel on Site:

1. Tony Grons
2. Jrm Geertjen
3. Scott Morris
4. _____
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 8575
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jrm Geertjen Date: 5-1-19

Signed: Jrm Geertjen

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: Rish Sonz Date: 5-1-19

Signed: Rish Sonz

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: Pa 013-61

LOCATION/RM #: Duct WO# 6786 ASSET # 3140

MECHANIC
SIGNATURE:

DATE: 5/1/19

START TIME: 905

FINISH TIME: 930

ITEM #	DESCRIPTION	TASK COMPLETED		NOTES / COMMENTS (IF TASK COMPLETED, PLEASE 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	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.	/		
2	Check running motor amperages on all three phases (record in note column) note L1, L2, and L3 amp draws.	/		L1 8.7 L2 8.9 L3 _____
3	Tighten all electrical connectors/lugs to proper torque.	/		
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.	/		
5	Check bearing collar set screws on fan shaft to make sure they are tight.	/		
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.	/		
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.	/		
8	Lubricate mechanical bearings and connections sparingly.	/		
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.	/		
12	If applicable, clean strainer (annually).	/		
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.	/		
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.	/		
15	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.	/		
16	Check and test freezestat for proper operation	/		
17	Vacuum interior of unit.	/		
18	Check filter doors and access doors for proper gasketing and air leaks. Correct as necessary.	/		
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.	/		
20	Clean up work area.	/		

No e. 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:

/ R

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: *Pr* 013-01
LOCATION/RM #: *Pr* WO# 878C ASSET # 3141

MECHANIC
SIGNATURE: *John G*

DATE: 5/1/19

START TIME: 9:30

FINISH TIME: 9:45

ITEM #	DESCRIPTION	TASK COMPLETED		NOTES/COMMENTS
		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	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.	/		
2	Check running motor amperages on all three phases (record in note column) note L1, L2, and L3 amp draws.	/		L1 9.7 L2 9.8 L3
3	Tighten all electrical connectors/lugs to proper torque.	/		
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.	/		
5	Check bearing collar set screws on fan shaft to make sure they are tight.	/		
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.	/		
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.	/		
8	Lubricate mechanical bearings and connections sparingly.	/		
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.			
12	If applicable, clean strainer (annually).			
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.			
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.	/		
5	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.	/		
16	Check and test freezestat for proper operation			
17	Vacuum interior of unit.			
18	Check filter doors and access doors for proper gasketing and air leaks. Correct as necessary.			
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.	/		
20	Clean up work area.	/		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DEHUMIDIFIER

SITE AND BLDG #: FA 03 -0

LOCATION/RM #: VAULT WO# 8786

ASSET # 5034

MECHANIC
SIGNATURE: 

DATE: 5/1/18

START TIME: 845

FINISH TIME: 900

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 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. NA
- 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: