

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: PA 017

Date of Visit: 5/20/19

Contractor Personnel on Site:

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

4. Gary Belford
- 5.
- 6.

Work Performed:

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

1. 8546
2. 8652
3. 8778
- 4.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens

Date: 5-20-19

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: Linda Leshi

Date: 5/20

Signed: 

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

FacID/Building: PC017 -or Date of Visit: 5/5/18

Contractor Personnel on Site:

1. Tony Lenz
2. Tom Gerger
3. _____
4. _____
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 8597
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Tony Lenz Date: 5/5/18

Signed: TG

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: London 684 Date: 5/20

Signed: SLZ

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
HOT AIR FURNACE

ACTIVITY AND BLDG #: *Pt 07-01*LOCATION: *Office 600 8778 west 3438*MECHANIC
SIGNATURE: *[Signature]*DATE: *5/26/18*START TIME: *9:30*FINISH TIME: *10:00*

ITEM	DESCRIPTION (CHECKLIST ITEM NUMBER)	TASK COMPLETED		NOTES/ACCTIONS (DO NOT USE THIS SECTION TO PROVIDE INSTRUCTIONS)
		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	Review manufacturer's instructions.	✓		
3	Schedule shutdown with operating personnel.	✓		
4	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
5	Remove furnace ends and access panels if applicable.		N/A	
6	Check the fire box liner or refractory for cracks and leaks.	✓		
7	Check smoke stack for obstructions, leaks, etc.		N/A	
8	Clean bottom of smoke stack (breaching).	✓		
9	Clean all fans and motors.	✓		
10	Check operation of controls and safeties.	✓		
11	Lubricate as required.	✓		
12	Check and clean plenum (clean cooling coils and check for leaks, if equipped.)	✓	N/A	
13	Replace furnace and access panels ends if removed.	✓		
14	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		
15	Treat all rusted areas with rust inhibitor and touch up paint.		N/A	
16	Remove lock outs and tags. Restore fuel and power supply.	✓		

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:

HV-2

purpose C1 3.2 C2 3.4 C3 4.1

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
HOT AIR FURNACE

ACTIVITY AND BLDG #:

P2017 - 01

MECHANIC
SIGNATURE:

START TIME:

9:00

DATE:

5-12-18

LOCATION: *Drill Work 6778 Asset # 2431*

FINISH TIME: 9:30

ITEM	DESCRIPTION	SPECIAL INSTRUCTIONS		NOTES/ ACTIONS (REMARKS/ OTHERS/ SUGGESTIONS/ PROBLEMS/ RECOMMENDATION)
		NOT PERFORMED	PERFORMED	
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	Review manufacturer's instructions.		✓	
3	Schedule shutdown with operating personnel.	✓		
4	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		✓	
5	Remove furnace ends and access panels if applicable.			
6	Check the fire box liner or refractory for cracks and leaks.	✓		
7	Check smoke stack for obstructions, leaks, etc.	✓		
8	Clean bottom of smoke stack (breaching).	✓		
9	Clean all fans and motors.	✓		
10	Check operation of controls and safeties.	✓		
11	Lubricate as required.	✓		
12	Check and clean plenum (clean cooling coils and check for leaks, if equipped.)	✓		
13	Replace furnace and access panels ends if removed.		✓	NIA
14	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		
15	Treat all rusted areas with rust inhibitor and touch up paint.		✓	NIA
16	Remove lock outs and tags. Restore fuel and power supply.	✓		

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:

16V 1

Amperage

L1 3.7 L2 3.4 C 3 4.1

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DEHUMIDIFIER

SITE AND BLDG #: PR 617 ~01

MECHANIC
SIGNATURE: 

DATE: 5/20/19

LOCATION/RM #:

WO# 8775

ASSET # 103✓

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	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