

CERTIFICATION OF WORK

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

FACID/Building: P2042

Date of Visit: 5/8/19

Contractor Personnel on Site:

1. Tony Lazzari
2. Jim Leathers
3. Scott Wern

4. Gary Batzel
5. \_\_\_\_\_
6. \_\_\_\_\_

Work Performed:

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

1. 8532
2. 8639
3. 8797
4. 8708

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Leathers

Date: 5-8-19

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: Rosier, Rodney SGT

Date: 5-8-19

Signed: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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

FACID/Building: P-092

Date of Visit: 7/8/19

Contractor Personnel on Site:

- |                       |                       |
|-----------------------|-----------------------|
| 1. <u>Tony Lorenz</u> | 4. <u>Gary Kitzel</u> |
| 2. <u>Jim Gentry</u>  | 5. _____              |
| 3. <u>Scott Werry</u> | 6. _____              |

Work Performed:

Other Recurring Services

- |                |       |
|----------------|-------|
| 1. <u>8586</u> | _____ |
| 2. _____       | _____ |
| 3. _____       | _____ |
| 4. _____       | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Gentry

Date: 5-8-19

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: Rosier, Rodney ES SGT

Date: 5-8-19

Signed: \_\_\_\_\_

E-Mail: \_\_\_\_\_

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST REACH-IN REFRIGERATORS/FREEZERS

SITE AND BLDG #:

P 042-01

MECHANIC

SIGNATURE:



DATE:

5/8/89

LOCATION/RM #:

Dun  
den

WO#

8639

ASSET #

6792

START TIME:

1145

FINISH TIME:

1200

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		YES	NO	
1	Review manufacturer's instructions.			
2	De-energize, lock out, and tag electrical circuits.			
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.			
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.			
5	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and to all labels on			
1	Check with operating or area personnel for any deficiencies; verify cleaning program.			
2	Verify indicator light on; check compartment temperature.			
3	Examine evaporator for proper clearances/slope and air flow.			
4	Examine handles, hinges and tightness of door closure.			
5	Examine safety door release and fan shut down safety switch.			
6	Inspect lighting for burnt out lamps.			
7	Check starter panels and controls for proper operation, burned or loose contacts, and loose connections.			
8	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).			
9	Clean condenser coil and condensing unit section.			
10	Clean and inspect defrost evaporation trays/pans.			

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- 1 Inspect defrost systems for proper operation, including timer; adjust as required. Have automatic defrosters adjusted as required so freezer will defrost during "Off Peak" hours
- 12 Check operation of thermostats; calibrated as required.
- 13 Check coil superheat and adjust to manufacturers recommendations.
- 14 Inspect and service all electric motors.
- 15 Inspect door gaskets for damage and proper fit; adjust gaskets as required and lubricate hinges with food grade oil.
- 16 Check door gasket heater.
- 17 Check box floor for water or ice accumulation.
- 18 Check box for excessive ice build-up and open seams.

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:

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# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST ICE MAKER

SITE AND BLDG #:

Pr 042-01

MECHANIC

SIGNATURE:

Hay Beeb

DATE:

5/8/18

LOCATION/RM #:

DACS

WO# 8634

ASSET # 6519

START TIME:

1200

FINISH TIME:

1230

CHECK NO.	CHECK DESCRIPTION	CHECK COMPLETION		REMARKS/COMMENTS (If task completed, checkmark or provide explanation)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	Review manufacturer's instructions.	/		
2	De-energize, lock out, and tag electrical circuits.	/		
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.	/		
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	/		
5	Only approved cleaning chemicals shall be used.	/		
<b>TO BE PERFORMED AT EACH INSPECTION/SERVICE</b>				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	/		
2	Visually check for refrigerant, oil and water leaks.	/		
3	Inspect ice condition/size.	/		
4	As needed, drain and clean unit with proper ice machine cleaning solution.	/		
5	Check date on water filter, Replace as needed. Water filters should be changed annually at a minimum.	/		
6	Check and tighten any loose screw-type electrical connections.	/		N/A No Filter
7	Check all controls; adjust if necessary.	/		
8	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.	/		
9	Check and clear ice machine draining system (drain vent, strainer, trap).	/		
10	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.	/		
11	Clean motor, compressor, and condenser coil.	/		

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: General Maintenance Worker

Additional Notes:

BK

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST REACH-IN REFRIGERATORS/ FREEZERS

SITE AND BLDG #:

P-002-C1

MECHANIC

SIGNATURE:



DATE:

5/2/18

LOCATION/RM #:

Kitchen WO#839

ASSET #6821

START TIME:

1145

FINISH TIME:

1210

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	Review manufacturer's instructions.			
2	De-energize, lock out, and tag electrical circuits.			
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.	-	-	
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	-	-	
5	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and to all labels on		NA	
6	Check with operating or area personnel for any deficiencies; verify cleaning program.	-		
7	Verify indicator light on; check compartment temperature.	-		
8	Examine evaporator for proper clearances/slope and air flow.	-		
9	Examine handles, hinges and tightness of door closure.	-		
10	Examine safety door release and fan shut down safety switch.		NA	
11	Inspect lighting for burnt out lamps.	-		
12	Check starter panels and controls for proper operation, burned or loose contacts, and loose connections.	-	NA	
13	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).	-		
14	Clean condenser coil and condensing unit section.	-		
15	Clean and inspect defrost evaporation trays/pans.	-		

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- 16 Inspect defrost systems for proper operation, including timer; adjust as required. Have automatic defrosters adjusted as required so freezer will defrost during "Off Peak" hours
- 17 Check operation of thermostats; calibrated as required.
- 18 Check coil superheat and adjust to manufacturers recommendations.
- 19 Inspect and service all electric motors.
- 20 Inspect door gaskets for damage and proper fit; adjust gaskets as required and lubricate hinges with food grade oil.
- 21 Check door gasket heater.
- 22 Check box floor for water or ice accumulation.
- 23 Check box for excessive ice build-up and open seams.

BK

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:

i R Refrigerator



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST DOMESTIC HOT WATER HEATER - GAS

SITE AND BLDG #:

Pr 042-01

MECHANIC  
SIGNATURE:


DATE: 5/15/19

LOCATION/RM #:

Bldg

WO# 8634

ASSET # 6986

START TIME: 1130

FINISH TIME: 1145

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		/	
3	Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	/		
1	Do not allow any open flames around equipment.	/		
2	Attach drain hose. Drain several gallons from tank to remove	/	N/A	
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place.	/		
3	Ensure that no personnel are in area of relief piping discharge.	/		
3	Check all connections - electric, gas and water. Tighten as necessary.	/		
4	Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at		N/A	
5	Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.		N/A	
6	Clean sight glasses on tanks.		N/A	
7	Clean strainer, check condition of traps. Report and repair leaks.	/		
8	Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.		N/A	

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- 9 If applicable, Remove and inspect Anode, replace if necessary
- 10 Clean up work area and remove trash.

N/A

BK

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.

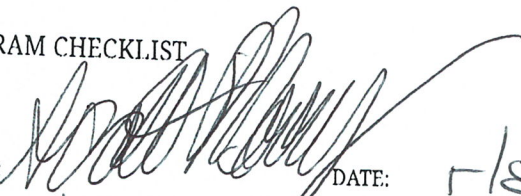
To be performed by: General Maintenance Worker

Additional Notes:

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST TIME CLOCK, LIGHTING

SITE AND BLDG #:

Pm 002 - 01

MECHANIC  
SIGNATURE:


DATE:

5/18/15

LOCATION/RM #: 6-751

WO# 8634

ASSET # 7313

START TIME:

4:30 AM

FINISH TIME:

4:45 AM

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.

✓

- 1 Clean timeclock using a soft lint-free cloth and spray bottle of glass cleaner. Remove any dirt or grease build up.

✓

- 2 Check physical connections.

✓

- 3 Verify the timeclock configuration, ensure proper operation.

✓

- 4 If applicable, check battery and replace 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 discription of the deficiency.  
To be performed by: General Maintenance Worker

Additional Notes:

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Photo cell