

ATTACHMENT J-0200000-05  
FORMS

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

FACID/Building: Pr042

Date of Visit: 5/8/19

Contractor Personnel on Site:

1. Tony Lazarus
2. Tom Cedars
3. Scott Weller

4. Greg Bader
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: Tom Cedars Date: 5-8-19

Signed: Tom Cedars

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 SFT Date: 5-8-19

Signed: Rodney Ross

E-Mail:

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

FacID/Building: Pro92 Date of Visit: 5/8/19

Contractor Personnel on Site:

1. Tony Goran  
2. Jim Gentier  
3. Sophie Murray

4. Guy Bartzel  
5. \_\_\_\_\_  
6. \_\_\_\_\_

Work Performed:

Other Recurring Services

1. 8586  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Jim Gentier Date: 5-8-19  
Signed: [Signature]

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: Rodney Rosier

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**MAKE UP AIR UNIT - HEATING/COOLING**

SITE AND BLDG #: *Po 002-01*LOCATION/RM #: *Po 002-01*WO# *6287*ASSET # *332*MECHANIC  
SIGNATURE: *JG*DATE: *5/8/18*FINISH TIME: *11:12*

CHECKS PERFORMED	DESCRIPTION	TASKS (CONDITIONS)	SPECIAL INSTRUCTIONS		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.				
2	Schedule shutdown with operating personnel.				
3	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.				
4	<b>TO BE PERFORMED DAILY EACH INSPECTION SERVICE</b>				
1	Check thermostat settings to ensure the cooling and heating system is operating correctly.				
2	Tighten all electrical connections and measure voltage and current on motors.				
3	Check filters and clean or replace as necessary.				
4	Lubricate all moving parts.				
5	Check and inspect the condensate drain in your central air conditioner, furnace and/or heat pump (when in cooling mode).				
6	Check controls of the system to ensure proper and safe operation. Check the starting cycle of the equipment to assure the system starts, operates, and shuts off properly.				
7	Clean evaporator and condenser air conditioning coils.				
8	Clean and adjust blower components to provide proper system airflow.				
9	Check all gas (or oil) connections, gas pressure, burner combustion and heat exchanger.				

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:

*Unit**No**Consign**12**SLC**JK*

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**MAKE UP AIR UNIT - HEATING/COOLING**

SITE AND BLDG #: *lp 802 - 01*LOCATION/RM #: *DRILL*WO# *8787*ASSET # *3321*MECHANIC  
SIGNATURE: *TQ*DATE: *7/8/18*START TIME: *1145*FINISH TIME: *1145*

CHECK ITEM	DESCRIPTION	SPECIAL INSTRUCTIONS	HAS BEEN COMPLETED		NOTES/CHANGES
			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.				
3	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.				
4	Check thermostat settings to ensure the cooling and heating system is operating correctly.				
5	Tighten all electrical connections and measure voltage and current on motors.				
6	Check filters and clean or replace as necessary.				
7	Lubricate all moving parts.				
8	Check and inspect the condensate drain in your central air conditioner, furnace and/or heat pump (when in cooling mode).				
9	Check controls of the system to ensure proper and safe operation. Check the starting cycle of the equipment to assure the system starts, operates, and shuts off properly.				
10	Clean evaporator and condenser air conditioning coils.				
11	Clean and adjust blower components to provide proper system airflow.				
12	Check all gas (or oil) connections, gas pressure, burner combustion and heat exchanger.				

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:

*over**hr**lenser**in use**BK*

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**DEHUMIDIFIER**

SITE AND BLDG #:

Pr 092-C

MECHANIC  
SIGNATURE:

DATE:

LOCATION/RM #:

1A01H

WO# 8787

ASSET # 7000

START TIME:

5/6/18

FINISH TIME:

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.			
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 To be performed by: General Maintenance Worker

Additional Notes:

no access