

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

FACID/Building: PA042

Date of Visit: 6/11/19

Contractor Personnel on Site:

1. Tony Green
2. Tom Gault
3. Scott Berry

- 4.
- 5.
- 6.

Work Performed:

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

1.	<u>9109</u>	<u>9340</u>
2.	<u>9289</u>	<u>9455</u>
3.	<u>9418</u>	
4.	<u>8145</u>	

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Tim Grefgen

Date: 6-11-19

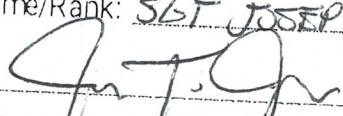
Signed: 

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: SGT JOSEPH, JAMES

Date: 11/11/19

Signed: 

E-Mail: James.F.joseph3.mil@mail.mil

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

FacID/Building: Pro 42-01 Date of Visit: 6/11/19

Contractor Personnel on Site:

1. Tony Grimes
2. Sam Geertgens
3. Scott Wiley
4. _____
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 9225
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Tim Geertgens Date: 6-11-19
Signed: Tim Geertgens

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: Sgt. JOSEPH, JAMES T Date: 11 JUNE 19
Signed: James T. Joseph

E-Mail: James.t.joseph.3.mil@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, ELECTRIC

SITE AND BLDG #: PA 042-01

LOCATION/RM #: Balcon WO# 9418 ASSET # 4115

MECHANIC
SIGNATURE:
John

DATE:

6/11/19

START TIME:

1120

FINISH TIME:

1130

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 to.	<input checked="" type="checkbox"/>	
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.	<input checked="" type="checkbox"/>	
1	Check heater coils and associated piping for leaks or corrosion.	<input checked="" type="checkbox"/>	
2	Clean heating coil. Brush vacuum where accessible.	<input checked="" type="checkbox"/>	
3	Inspect wiring and electrical controls for loose connections, charred, frayed or broken insulation, evidence of short circuiting, wrong size fuses, circuit breakers, or switches, and other electrical deficiencies. Tighten any loose connections.	<input checked="" type="checkbox"/>	
4	Inspect fan for bent blades, unbalance, excessive noise and vibration.	<input checked="" type="checkbox"/>	
5	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.	<input checked="" type="checkbox"/>	
6	Verify proper control by modulating the thermostat through complete cycle.	<input checked="" type="checkbox"/>	
7	Inspect unit for proper operation.	<input checked="" type="checkbox"/>	
8	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<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 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

BK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: *Pr 042-01*LOCATION/RM #: *RTX* WO# *9418* ASSET # *4346*MECHANIC
SIGNATURE: *[Signature]*DATE: *6-1-9*START TIME: *12:00*FINISH TIME: *12:30*

ITEM #	DESCRIPTION	CHECKLIST DUE DATE (916)	WORK COMPLETED	NOTES	
				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 valve for full stroke operation in both directions, if applicable.		-		
5	Check valve for signs of abnormal wear and leaks. Replace packing if needed.		-		
6	Clean the coil with vacuum cleaner.		-		
7	Comb the fins as needed.		-		
8	Clean all fans and motors.		-		
9	Check operation of controls and safeties.		-		
10	Lubricate as required.		-		
11	Check all motors, belts, pulleys, shafts, etc. for alignment.		-		

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: *[Signature]*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: *Pr 092-01*LOCATION/RM #: *118* WO# *9418* ASSET # *4347*MECHANIC
SIGNATURE: *John*DATE: *6/1/18*START TIME: *1130*FINISH TIME: *1135*

ITEM #	DESCRIPTION	SPECIAL INSTRUCTIONS	WORK 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.		/		
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 valve for full stroke operation in both directions, if applicable.		/		
5	Check valve for signs of abnormal wear and leaks. Replace packing if needed.		/		
6	Clean the coil with vacuum cleaner.		/		
7	Comb the fins as needed.		/		
8	Clean all fans and motors.		/		
9	Check operation of controls and safeties.		/		
10	Lubricate as required.		/		
11	Check all motors, belts, pulleys, shafts, etc. for alignment.		/		

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
 Additonal Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: *Pf 092-01*LOCATION/RM #: *116* WO# *9418* ASSET # *4129*MECHANIC
SIGNATURE: *[Signature]*DATE: *6/1/19*START TIME: *1735*FINISH TIME: *1800*

ITEM/PROCEDURE	DESCRIPTION	NOTES/ACHIEVEMENTS		NOTES/ACHIEVEMENTS
		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.			
	TO BE PERFORMED AT EACH INSPECTION/SERVICE			
1	Check valve for full stroke operation in both directions, if applicable.			
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.			<i>NA</i>
3	Clean the coil with vacuum cleaner.			<i>NA</i>
4	Comb the fins as needed.			
5	Clean all fans and motors.			<i>NA</i>
6	Check operation of controls and safeties.			<i>NA</i>
7	Lubricate as required.			<i>NA</i>
8	Check all motors, belts, pulleys, shafts, etc. for alignment.			<i>NA</i>

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:

*2 pc**BK*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #:

Pc 092-c1

LOCATION/RM #:

Corridor WO# 9418 ASSET # 4534

MECHANIC
SIGNATURE:

START TIME:

John

DATE:

6/11/19

FINISH TIME:

1140

ITEM/PROCEDURE	DESCRIPTION	CHECKED (INITIAL CHECKLIST)	HOURS & EQUIPMENT		NOTES/ACCTIONS
			Y/M/H	IN/OUT	
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 valve for full stroke operation in both directions, if applicable.				
5	Check valve for signs of abnormal wear and leaks. Replace packing if needed.			NP	
6	Clean the coil with vacuum cleaner.			NP	
7	Comb the fins as needed.			NP	
8	Clean all fans and motors.			NP	
9	Check operation of controls and safeties.		-		
10	Lubricate as required.			NP	
11	Check all motors, belts, pulleys, shafts, etc. for alignment.			NP	

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

Additonal Notes:

D PC

BK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: P 042-01
LOCATION/RM #: Drive WO# 9418 ASSET # 4882
1hr

MECHANIC
SIGNATURE:

DATE:

START TIME:

6/16/19

FINISH TIME:

1200

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.	/		
3	For gsa/oil heaters:			
4	1. Remove access panels if applicable.	✓		
5	2. Check the fire box liner or refractory for cracks and leaks.	✓		
6	3. Check all gas lines for leaks. Repair as needed.	✓		
7	Clean dirt from heater, vaccuming is preferred.	✓		
8	Check operation of gas valve.	✓		
9	Check for gas leaks.	✓		
10	Check operation of thermostat.	✓		
11	If applicable, replace primary air intake filter.	✓		
	As needed, clean spark electrode and reset gap, replace if necessary.	✓		
	Inspect flue pipe and connections.	/		
	If applicable, inspect and clean outside air blower and blower intake.	/		
	Inspect unit for proper operation.	/		
	Inspect unit for overall condition and recommend for replacement or other needed repairs.	/		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For

U

R

Routine

Torn off for the season.

PF