

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

FACID/Building: Provo

Date of Visit: 5/8/19

Contractor Personnel on Site:

1. <u>Tony Gazzola</u>	4. <u>Gary Batreel</u>
2. <u>Jim Geertjes</u>	5. _____
3. <u>Scott Wren</u>	6. _____

**Work Performed:**

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

1. <u>8523</u>	<u>8676</u>
2. <u>8616</u>	<u>8736</u>
3. <u>8784</u>	
4. <u>8546</u>	

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Impredigens

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: Steven Davis G509 Date: 70190508

Signed: [Signature]

E-Mail:

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

FacID/Building: P1 080

Date of Visit: 5/8/19

Contractor Personnel on Site:

1. Tony Lazaros  
2. Jim Gerevens  
3. Scott (W)

4. Greg Bartz  
5. \_\_\_\_\_  
6. \_\_\_\_\_

Work Performed:

Other Recurring Services

1. G596  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

**CERTIFICATION OF WORK**

To be signed by the Contractor:

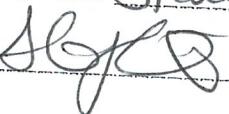
Print Name: Jim Gerevens Date: 5-8-19

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: Steven J Davis G589 Date: 2019-05-08

Signed: 

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**DOMESTIC HOT WATER HEATER - ELECTRIC**

SITE AND BLDG #: PA 050-02

MECHANIC  
SIGNATURE:

DATE: 5/8/13

LOCATION/RM #: 0MS

WO# 8676

ASSET # 6987

START TIME:

FINISH TIME: 1030

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.	/		
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	Attach drain hose. Drain several gallons from tank to remove	/		
4	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	/	N/A	
5	Check all connections - electric and water. Tighten as necessary. Ensure power is disconnected to electric heaters	/		
6	Check operation/ setting of aquastat. Check hot water temperature with dial thermometer, set aquastat at minimum	/		
7	Check amperage draw of upper and lower elements and compare to name plate data.	/	11.4	11.8
8	Clean element contacts, and check for proper closing under load.	/	N/A	
9	Clean pump, controls, switches, and starters. Check condition of pump seal or packing, and replace as required.	/	N/A	
	If applicable. Remove and inspect Anode, replace if necessary	/	N/A	
	Clean up work area and remove trash.	/		

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.

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PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
TIME CLOCK, LIGHTING

SITE AND BLDG #: *Pr 050-62*LOCATION/RM #: *005* WO# *8626* ASSET # *732*MECHANIC  
SIGNATURE: *J. G.*DATE: *5/26/13*START TIME: *0600*FINISH TIME: *0615*

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.	✓		<i>vl</i>
2	Check physical connections.	✓		
3	Verify the timeclock configuration, ensure proper operation.	✓		
4	If applicable, check battery and replace as needed.	✓		<i>wh</i>

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:

*BL**1**R**Photocell*

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**HOT AIR FURNACE**

ACTIVITY AND BLDG #:

Pr 050-02

LOCATION: CMS W04 8736 Asset # 3411

MECHANIC  
SIGNATURE

START TIME:

1030

DATE:

ok/19

FINISH TIME: 10095

ITEM #	DESCRIPTION	NOTES/ACTIONS	SPECIAL 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.		/	
	TO BE PERFORMED AT EACH INSPECTION SERVICE			
1	Remove furnace ends and access panels if applicable.		NP	
2	Check the fire box liner or refractory for cracks and leaks.		NP	
3	Check smoke stack for obstructions, leaks, etc.		NP	
4	Clean bottom of smoke stack (breaching).		NP	
5	Clean all fans and motors.		/	
6	Check operation of controls and safeties.		/	
7	Lubricate as required.		/	
8	Check and clean plenum (clean cooling coils and check for leaks, if equipped.)		NP	
9	Replace furnace and access panels ends if removed.		NP	
10	Check all motors, belts, pulleys, shafts, etc. for alignment.		NP	
11	Treat all rusted areas with rust inhibitor and touch up paint.		NP	
12	Remove lock outs and tags. Restore fuel and power supply.		NP	

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

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