

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: PA051-01 Date of Visit: 6/10/19 - 6/12/19

Contractor Personnel on Site:

- | | |
|----------------------|----------|
| 1. <u>SCOTT K.</u> | 3. _____ |
| 2. <u>DOMINIC S.</u> | 4. _____ |

Work Performed:

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

- | |
|-----------------------------------|
| 1. <u>WO# 9401 (UNIT HEATERS)</u> |
| 2. <u>9188 (EXHAUST)</u> |
| 3. <u>9268 (PUMPS)</u> |
| 4. <u>9268</u> |
| 5. _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: SCOTT KENDERS Date: 6/12/19

Signed: Scott Kenders

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: AL HODGINSKI Date: 6/26/19

Signed: Al Hodginski

E-Mail: _____

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

SITE AND BLDG #: PA051 MECHANIC SIGNATURE: SK DATE: 6/11/19
LOCATION/RM #: 142 WO# 9401 ASSET # 4572 START TIME: 120 FINISH TIME: 130

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES/ACTIONS (IF TASK COMPLETE IN 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.	✓			
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	For gas/oil heaters: 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	✓			
2	Clean dirt from heater, vacuuming is preferred.	✓			
3	Check operation of gas valve.	✓			
4	Check for gas leaks.	✓			
5	Check operation of thermostat.	✓			
6	If applicable, replace primary air intake filter.	✓			
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓			
8	Inspect flue pipe and connections.	✓			
9	If applicable, inspect and clean outside air blower and blower intake.	✓			
10	Inspect unit for proper operation.	✓			
11	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 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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051 MECHANIC SIGNATURE: SK DATE: 6/11/19

LOCATION/RM #: 125 WO# 9401 ASSET # 4539 START TIME: 1250 FINISH TIME: 1

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE, IN 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.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	For gas/oil heaters: 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	✓		
2	Clean dirt from heater, vacuuming is preferred.	✓		
3	Check operation of gas valve.	✓		
4	Check for gas leaks.	✓		
5	Check operation of thermostat.	✓		
6	If applicable, replace primary air intake filter.	✓		
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓		
8	Inspect flue pipe and connections.	✓		
9	If applicable, inspect and clean outside air blower and blower intake.	✓		
10	Inspect unit for proper operation.	✓		
11	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 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:

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

SITE AND BLDG #: PA051 MECHANIC SIGNATURE: SK DATE: 6/11/19

LOCATION/RM #: 110 WO# 9401 ASSET # 4483 START TIME: 1230 FINISH TIME: 1240

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES/ACTIONS (IF TASK COMPLETE, IN CHECKED NO. PROVIDE EXPLANATIONS)
		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.	✓			
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	For gas-oil heaters: 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	✓			
2	Clean dirt from heater, vacuuming is preferred.	✓			
3	Check operation of gas valve.	✓			
4	Check for gas leaks.	✓			
5	Check operation of thermostat.	✓			
6	If applicable, replace primary air intake filter.	✓			
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓			
8	Inspect flue pipe and connections.	✓			
9	If applicable, inspect and clean outside air blower and blower intake.	✓			
10	Inspect unit for proper operation.	✓			
11	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 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:

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

SITE AND BLDG #: PA051 MECHANIC SIGNATURE: SK DATE: 6/11/19
LOCATION/RM #: C26 WO# 9401 ASSET # 4460 START TIME: 12:10 FINISH TIME: 12:20

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE, IF CHECKED NO, PROVIDE EXPLANATIONS)
		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.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	For gas/oil heaters: 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	✓		
2	Clean dirt from heater, vacuuming is preferred.	✓		
3	Check operation of gas valve.	✓		
4	Check for gas leaks.	✓		
5	Check operation of thermostat.	✓		
6	If applicable, replace primary air intake filter.	✓		
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓		
8	Inspect flue pipe and connections.	✓		
9	If applicable, inspect and clean outside air blower and blower intake.	✓		
10	Inspect unit for proper operation.	✓		
11	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 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:

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

SITE AND BLDG #: PA051 MECHANIC SIGNATURE: SK DATE: 6/11/19

LOCATION/IRM #: C13 WO# 9401 ASSET # 4459 START TIME: 12 FINISH TIME: 12:10

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS IF TASK COMPLETE IN CHECKED NO. PROVIDE EXPLANATIONS
		YES	NO	
		SPECIAL INSTRUCTIONS		
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.	☒		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	For gas/oil heaters: 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	☒		
2	Clean dirt from heater, vacuuming is preferred.	☒		
3	Check operation of gas valve.	☒		
4	Check for gas leaks.	☒		
5	Check operation of thermostat.	☒		
6	If applicable, replace primary air intake filter.	☒		
7	As needed, clean spark electrode and reset gap, replace if necessary.	☒		
8	Inspect flue pipe and connections.	☒		
9	If applicable, inspect and clean outside air blower and blower intake.	☒		
10	Inspect unit for proper operation.	☒		
11	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 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: