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: 7-30-19

Contractor Personnel on Site:

1. Anthony Friedman
2. Tom Chuck
3. _____
4. _____

Work Performed:

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

1. PM-AN-5425A, WO: 9688
2. Asset 6403 Door, 6433 Security, 6434 Security,
3. 6460 Security, 6471 Camera, 6488 Motion,
4. 6492 Camera, 6493 Camera, 6511 Camera,
5. PM-SA-7089 WO: 9863 Asset 7872 Door

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Anthony Friedman Date: 7-30-19

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: MOSER, ALLISON, M. CW3 Date: 30 JUL 2019

Signed: [signature]

E-Mail: allison.m.moser.mil@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
SECURITY SYSTEM (ARMS ROOM ONLY)

SITE AND BLDG #: PA051-01 **MECHANIC SIGNATURE:** [signature] **DATE:** 7-30-19

LOCATION/RM #: 118 **WO#** 9688 **ASSET #** 6460, 6488 **START TIME:** 8:20 AM **FINISH TIME:** 8:50 AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETED CHECK NO AND DESCRIBE ACTIONS)
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	Review manufacturer's instructions. SEE End User Handbook (Separate Attachment) for all DSC Panels	✓		
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	Test the control panels for communications to the monitoring center, sirens, tampers, cameras, and strobe lights. (SEE End User Handbook for testing procedures) Replace any faulty sensor, verify with Central Monitoring Station that it is fully functional.	✓		1 Panel, 1 contact, 2 PIRS, 2 Sirens System is out of Service
2	Inspect and test the operation of all detection devices		✓	See Above ↑
3	Check power supplies	✓		
4	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles)	✓		System is out of Service
5	Load test batteries and if needed recommend for replacement.	✓		Batteries Failed date code yr 2013

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 discription of the deficiency.

1. A qualified alarm technician is a requirement. A minimum of 5 years experience with Intrusion Detection Systems is required.
2. Prior Coordination with the facility must occur prior to scheduled work. (See suggested coordination questions below)

a. Access to Arms room is accompanied. Someone with unaccompanied access MUST be present at all times during scheduled work.
b. All cages with motion sensors should be open. Multiple unit coordination may be necessary.
c. In the event that all sensors could not be tested due to accessibility every attempt will be made to test the sensor and if unsuccessful must be noted.
d. Ensure facility has access to Maintenance Key

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

DOOR KEYPAD / CARD READER

SITE AND BLDG #: PA051-01

MECHANIC SIGNATURE: [signature]

DATE: 7-30-19

LOCATION/RM #: Entry WO# 9883 9863 ASSET # 6403 7872

START TIME: 11:20 AM

FINISH TIME: 11:50 AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF CHECK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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	If applicable, test the controls for communications to the monitoring center. Inspect key pad for sticking keys and LED lights proper operation .	✓		
2	Check power supplies Clean keys and pad with a quick dry electrical cleaner Wipe unit down	✓		
3	Inspect and test the operation of device -Observe unit in use	✓		
4	Ensure proper protection of all visible wiring and conduits	✓		
5	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles) Any deficiencies found open a CM work order in Maximo and quote will be provided for CM repairs .Notate in note Column	✓		

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CCTV CAMERA/SECURITY MONITOR

SITE AND BLDG #: PA051 - 01

MECHANIC SIGNATURE: [signature]

DATE: 7-30-19

LOCATION/RM #: 204 WO# 9688 ASSET # 6471, 6492, 6493, 6511

START TIME: 11:20 AM

FINISH TIME: 11:50 AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE NO CHECKED NOT PROVIDE EXPLANATION)
	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.	✓		
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	For the system's camera and housing, verify the following: - Camera/lens focus is adjusted properly. - Camera field of view is adjusted to customer's requirements. - Camera lens is dust free. - Interior of camera enclosure is clean and dry. - Check operation of pan tilt and zoom focus. Use controller in control room to check all these operations.	✓		Cleaned all accessible cameras Many cameras are not working on the Exterior of building. Recommend service.
2	For the system's wiring and cables, verify the following: - Check wiring and cable harnesses for wear and fray. - Check to make sure cable is dressed properly. - Check connectors and cable entry points for loose wiring. - Check that the coaxial cable is transmitting an adequate video signal to control room. Signal should be free of distortion, tearing, hum-bars, EMI, and rolling. - Make sure all coaxial connectors are insulated from conduit and pull boxes.	✓		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE = "NO" EXPLAIN WHY TASK WAS NOT COMPLETED)
3	For the system's control equipment, verify the following: - Monitors are free from picture burn-in and distortion. - Monitors have proper contrast and brightness. - Check that all control equipment is operational. This means that switchers allow proper sequencing, multiplexers are properly encoding and decoding, and matrix switcher keyboards are fully operational. - Clean all monitor screens, control panels, and keyboards with a diluted cleaning solution. - Check all coaxial connectors on the back panels for loose connections. - Check all power connections to ensure AC plugs are not loose.	✓		

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

CMI Management Inc.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
SECURITY SYSTEM

SITE AND BLDG #: PA051 - 01

MECHANIC SIGNATURE: [signature]

DATE: 7-30-19

LOCATION/RM #: 204 WO# 6385 ASSET # 6433 6434

START TIME: 11:20 AM

FINISH TIME: 11:50 AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETED AS DIRECTED NO PROBLEM EXPLANATION)
	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	Test the control panels for communications to the monitoring center, sirens, tampers, cameras, and strobe lights.	✓		
2	Inspect and test the operation of all detection devices	✓		
3	Check power supplies	✓		
4	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles)	✓		
5	Test the batteries on remotes and wireless sensors inspection of all visible wiring and conduits	✓		

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: