

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: Prost - 04

Date of Visit: 6/12/19

Contractor Personnel on Site:

1. Scott Werry

2. _____

3. _____

4. _____

5. _____

6. _____

Work Performed:

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

1. 9128

2. 9403

3. _____

4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Scott Werry Date: 6/12/19

Signed: Scott Werry

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: Leighton Holland Date: 6/12/19

Signed: Leighton Holland

E-Mail:

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

FacID/Building: Pa 051 -04 Date of Visit: 6/12/19

Contractor Personnel on Site:

1. SCOTT WERRY

2.

3.

4.

5.

6.

Work Performed:

Other Recurring Services

1. 8244

2.

3.

4.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Scott Werry
Signed: Scott Werry

Date: 6/12/19

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: Leighton Holland

Date: 6/12/19

Signed: Leighton Holland

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
SECURITY BOLLARDS/BARRICADE

ACTIVITY AND BLDG #: PR 051 -04

MECHANIC
SIGNATURE: 

DATE: 6/2/18

LOCATION: GUAR W3" 8176 Asset# (642)

START TIME: 10:00

FINISH TIME: 10:10

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
	Preventive maintenance services should be performed by a qualified manufacturer's service representative.		✓	
	Review manufacturer's instructions.		✓	
	De-energize, lock out, and tag electrical circuits.		✓	
	This work should be scheduled at non-peak hours.			
	Notify affected personnel before performing PM (alarmed or security entrances).		✓	
	Post "out of service" signs and/or barricades, as appropriate.		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check that Bollards/Barricade extend to full height.			
2	Check that Bollards/Barricade retract to full depth.			
3	Check Bollards/Barricade for exterior damage.			
4	Check and clean sump pits and pump.			
5	Check that Bollards/Barricade fasteners are tight.			
6	Check Bollard/Barricade safeties (proximity, Photo, infra red, pressure etc)			
7	Check Bollard/Barricade activation devices for proper operation (auto/manual/emergency)			
8	Check Bollard operation under no power.			
9	Inspect electrical power panel. Check electrical connections and wiring for loose or overheated conditions.			
10	Inspect control panel for loose connections.			
11	Check that traffic light functions, change lamps and clean lenses every 12 months.			
12	Check hydraulic unit fluid level and pressures/ change fluid per manufacturer's recommendations.			
13	Check hydraulic unit fluid connections, pump, piping and hoses for damage and leaks.			
14	Clean motor and assembly.			
15	Check the drive motor amperage against nameplate.			
16	Clean drive mechanism compartment.			
17	Inspect Bollard/Barricade coatings, decals and paint.			
18	Check that all placards and warning signs are posted.			

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

Checklist 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:

Do NOT WORK.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CCTV CAMERA/SECURITY MONITOR

SITE AND BLDG #: Po 651 - 04LOCATION/RM #: 6000 WO# 9175 ASSET # 6469MECHANIC
SIGNATURE:

DATE:

START TIME: 10:15FINISH TIME: 10:30

CHECK POINT	CHECKPOINT DESCRIPTION	SPECIAL INSTRUCTIONS	TASK COMPLETED		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.		✓		
	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.		N/A		
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.		N/A		
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.		N/A		

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