

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: Pa051-227 Date of Visit: 3-27

Contractor Personnel on Site:

1. Dominic Stango 3. _____
2. Scott Kenders 4. _____

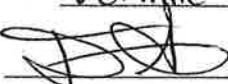
Work Performed:

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

1. W0# 7689
2. _____
3. _____
4. _____
5. _____

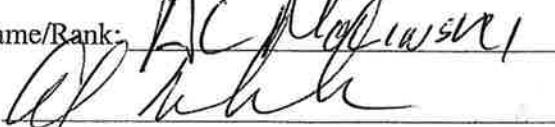
CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Dominic Stango Date: 3-27-19
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: Al McPherson Date: 3/27/19
Signed: 

E-Mail: _____

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: Pa051-227 Date of Visit: 3-21-19

Contractor Personnel on Site:

1. <u>Dominic Stango</u>	3. _____
2. <u>Scott Rendes</u>	4. _____

Work Performed:

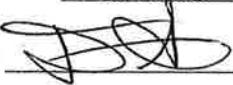
Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. W0# 7694, 7178
2. _____
3. _____
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Dominic Stango Date: 3-27-19

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: Alphonse Date: 3/27/19

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VARIABLE FREQUENCY DRIVE

SITE AND BLDG #: PP051-22701

MECHANIC SIGNATURE: Scott Kervens **DATE:** 3/21/19

LOCATION/RM #: MECR **WO#** 7694 **ASSET #** 5012

START TIME: 9 30 **FINISH TIME:** 9 45

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO PROBLEMS 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.	X		
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.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Perform a complete visual inspection and cleaning. Broken or damaged parts are replaced as necessary. Inspected for ambient temperature, dust, dirt, moisture, evidence of overheating, corrosion, integrity, etc. Capacitors are checked for leakage. Conductors and parts are checked for proper insulation. Drives are cleaned using vacuum or compressed air as required. Filters are cleaned or replaced. Power connections are re-torqued to manufacturer's specifications.	X		
2	Proper cooling is critical to the operation of a VFD. Fans are energized and tested for air flow. Heat sinks and air passages are inspected to detect blockage or broken/cracked components. Fans are replaced as necessary.	X		
3	Inspect VFD panel for alarm and confirm that unit is in automatic operation and system is normal.	X		

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
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227

LOCATION/RM #: boiler WO# 7694 ASSET # 5003

MECHANIC
SIGNATURE: 

DATE: 3-13-19

START TIME: 12:40

FINISH TIME: 12:50

PROCEDURE NUMBER	DESCRIPTION	RECOMMENDED		NOTES/ADDITIONS	
		YES	NO	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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓			
TO BE PERFORMED AFTER INSPECTION SERVICE					
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.				
2	Inspect couplings and check for any pump seal leaks.	✓			
3	Check motor mounts and vibration pads	✓			
4	Tighten all pump flanges	✓			
5	Visually check pump alignment and coupling	✓			
6	Inspect electrical connections	✓			

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

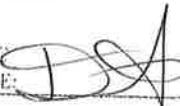
Additional Notes:

Motor bearings going bad motor is being replaced Monday 25th

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227

LOCATION/RM #: Boiler WO# 7694 ASSET # 4982

MECHANIC
SIGNATURE: 

DATE: 3-18-19

START TIME: 11:40

FINISH TIME: 11:50

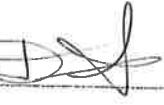
ITEMS NUMBERED	CHIEF PROBLEMS/DEFICIENCIES	DEALS/IS COMPLETED		NOTES/REMARKS
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
3	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓		
ITEMS TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		
2	Inspect couplings and check for any pump seal leaks.	✓		
3	Check motor mounts and vibration pads.	✓		
4	Tighten all pump flanges.	✓		
5	Visually check pump alignment and coupling.	✓		
6	Inspect electrical connections.	✓		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: PG051-227LOCATION/RM #: mech. WO# 7694 ASSET # 4966MECHANIC
SIGNATURE: DATE: 3-13-19START TIME: 11:30FINISH TIME: 11:40

ITEM NUMBER	DESCRIPTION	REPAIRS COMPLETED		NOTES/RECOMMENDATIONS	
		YES	NO	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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓			
TO BE PERFORMED AFTER INSPECTION SERVICE					
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓			
2	Inspect couplings and check for any pump seal leaks.	✓			
3	Check motor mounts and vibration pads.	✓			
4	Tighten all pump flanges.	✓			
5	Visually check pump alignment and coupling.	✓			
6	Inspect electrical connections.	✓			

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227

LOCATION/RM #: boiler WO# 7694 ASSET # 4449

MECHANIC
SIGNATURE: 

DATE: 3-13-19

START TIME: 11:20

FINISH TIME: 11:30

GENERAL INSTRUCTIONS	CHIEF MAINTENANCE PROCEDURE(S)		REPAIRS (OPTIONAL)	INCIDENT(S) (OPTIONAL)
	WIRING	MECHANICAL		
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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.		✓	
2	Inspect couplings and check for any pump seal leaks.		✓	
3	Check motor mounts and vibration pads.		✓	
4	Tighten all pump flanges		✓	
5	Visually check pump alignment and coupling		✓	
6	Inspect electrical connections		✓	

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227LOCATION/RM #: Boiler WO# 7694 ASSET# 4948MECHANIC
SIGNATURE: 

DATE:

3-13-19START TIME: 11FINISH TIME: 11:10

ITEMS NUMBER	DESCRIPTION/INSTRUCTIONS	ITEMS COMPLETED YES / NO	NOTES/ADDITIONS	
			NOTES	ADDITIONS
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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		
2	Inspect couplings and check for any pump seal leaks.	✓		
3	Check motor mounts and vibration pads.	✓		
4	Tighten all pump flanges	✓		
5	Visually check pump alignment and coupling	✓		
6	Inspect electrical connections	✓		

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.

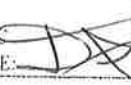
To be performed by: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa053-227

LOCATION/RM #: boiler WO# 7694 ASSET # 4947

MECHANIC
SIGNATURE: 

DATE: 3-13-19

START TIME: 10:50

FINISH TIME: 11

ITEM NUMBER	CHNG/PROT/INSTRUC/TION(S)	TECHNICIAN SIGNATURE		NOTES/REMARKS
		VERS	REV	
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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		
2	Inspect couplings and check for any pump seal leaks.	✓		
3	Check motor mounts and vibration pads.	✓		
4	Tighten all pump flanges.	✓		
5	Visually check pump alignment and coupling.	✓		
6	Inspect electrical connections.	✓		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227

LOCATION/RM #: boiler WO# 7694 ASSET # 4900

MECHANIC
SIGNATURE: 

DATE: 3-13-19

START TIME: 10:30

FINISH TIME: 10:40

ITEM NUMBER	CHECKLIST DESCRIPTION	PERFORMED		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	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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓		
PROCEDURES TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		
2	Inspect couplings and check for any pump seal leaks.	✓		
3	Check motor mounts and vibration pads.	✓		
4	Tighten all pump flanges.	✓		
5	Visually check pump alignment and coupling.	N		
6	Inspect electrical connections.	✓		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227

LOCATION/RM #: boiler WO# 7694 ASSET # 4899

MECHANIC
SIGNATURE: 

DATE: 3-13-19

START TIME: 10:30

FINISH TIME: 10:30

ITEMS NUMBER	DESCRIPTION OF PROCEDURE(S)	BASIS OF INSPECTION	SPECIAL INSTRUCTIONS		NOTES
			WIRELESS (X NO)	WIRELESS (X 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		<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"/>		
3	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.		<input checked="" type="checkbox"/>		
TO BE PERFORMED AFTER INSPECTION SERVICE					
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.		<input checked="" type="checkbox"/>		
2	Inspect couplings and check for any pump seal leaks		<input checked="" type="checkbox"/>		
3	Check motor mounts and vibration pads		<input checked="" type="checkbox"/>		
4	Tighten all pump flanges		<input checked="" type="checkbox"/>		
5	Visually check pump alignment and coupling		<input checked="" type="checkbox"/>		
6	Inspect electrical connections		<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 any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

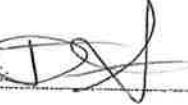
To be performed by: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227

LOCATION/RM #: boiler WO# 7694 ASSET # 4898

MECHANIC
SIGNATURE: 

DATE: 3-13-19

START TIME: 10:10

FINISH TIME: 10:20

ITEMS NUMBER	CHECKLIST DESCRIPTION	INSPECTION STATUS		SPECIAL INSTRUCTIONS
		INSPECTED	PASSED	
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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓		
TO BE PERFORMED AFTER INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		
2	Inspect couplings and check for any pump seal leaks.	✓		
3	Check motor mounts and vibration pads.	✓		
4	Tighten all pump flanges.	✓		
5	Visually check pump alignment and coupling.	✓		
6	Inspect electrical connections.	✓		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pa051-227

LOCATION/RM #: Boiler WO# 7694 ASSET# 4897

MECHANIC
SIGNATURE: 

DATE: 3-13-19

START TIME: 10

FINISH TIME: 10:10

ITEM NUMBER	CHECKLIST DESCRIPTION	INSPECTION STATUS		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	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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		
2	Inspect couplings and check for any pump seal leaks.	✓		
3	Check motor mounts and vibration pads.	✓		
4	Tighten all pump flanges.	✓		
5	Visually check pump alignment and coupling.	✓		
6	Inspect electrical connections	✓		

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: