

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: Pa052-01 Date of Visit: 3-27-19

Contractor Personnel on Site:

- | | |
|--------------------------|----------|
| 1. <u>Dominic Stango</u> | 3. _____ |
| 2. <u>Scott Rendler</u> | 4. _____ |

Work Performed:

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

1. WO # ~~7428~~, 7703, 8025
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: AC Plafieau Date: 3/27/19

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **DDC CONTROLLER -HVAC Control Panel**

SITE AND BLDG #: PHOS2-01MECHANIC SIGNATURE: Scott Kuchars DATE: 3/27/19LOCATION/RM #: MECH WO# 8025 ASSET # 5305START TIME: 12FINISH TIME: 1215

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		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.	X		
2	Read and understand the manufacturer's instructions before making any adjustments or calibrations.	X		
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.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Obtain username and password for login. If not available, contact appropriate company manager to obtain access.	X		
2	Login into system, check for any alarms currently on system. Make necessary repairs to correct alarms back to normal state.	X		
3	Check physical condition of the device. Shut off power to the unit. Vacuum any remaining dust. Turn power back on to the unit.	X		
4	Check electrical power connections including incoming line voltage.	X		
5	Check all fuses for evidence of heating or weakening.	X		
6	Check inputs and outputs on DDC/PLC check input and outputwiring connections for tightness very carefully.	X		
7	If applicable, check relays for burnt contact points.	X		
8	Check all point labels are correct and up to date, if applicable.	X		
9	Check all plug connections in the panel to ensure the plugs are fully seated.	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.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **DDC CONTROLLER-HVAC Control Panel**

SITE AND BLDG #: PA052-01MECHANIC SIGNATURE: Scott Kendrick DATE: 3/27/19LOCATION/RM #: MECH WO# 8075 ASSET # 5302START TIME: 1145 FINISH TIME: 12:00

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.	X		
2	Read and understand the manufacturer's instructions before making any adjustments or calibrations.	X		
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.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Obtain username and password for login. If not available, contact appropriate company manager to obtain access.	X		
2	Login into system, check for any alarms currently on system. Make necessary repairs to correct alarms back to normal state.	X		
3	Check physical condition of the device. Shut off power to the unit. Vacuum any remaining dust. Turn power back on to the unit.	X		PANEL WIRED
4	Check electrical power connections including incoming line voltage.	X		
5	Check all fuses for evidence of heating or weakening.	X		
6	Check inputs and outputs on DDC/PLC check input and output wiring connections for tightness very carefully.	X		
7	If applicable, check relays for burnt contact points.	X		
8	Check all point labels are correct and up to date, if applicable.	X		
9	Check all plug connections in the panel to ensure the plugs are fully seated.	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.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **DDC CONTROLLER -HVAC Control Panel**

SITE AND BLDG #: Pa052-01

MECHANIC SIGNATURE: 

DATE: 3-27-19

LOCATION/RM #: Mech WO# 8025 ASSET # 5309

START TIME: 9

FINISH TIME: 9:10

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	Read and understand the manufacturer's instructions before making any adjustments or calibrations.	✓		
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	Obtain username and password for login. If not available, contact appropriate company manager to obtain access.		✓	no computer access
2	Login into system, check for any alarms currently on system. Make necessary repairs to correct alarms back to normal state.			no computer access
3	Check physical condition of the device. Shut off power to the unit. Vacuum any remaining dust. Turn power back on to the unit.	✓		
4	Check electrical power connections including incoming line voltage.	✓		
5	Check all fuses for evidence of heating or weakening.	✓		
6	Check inputs and outputs on DDC/PLC check input and output wiring connections for tightness very carefully.	✓		
7	If applicable, check relays for burnt contact points.	✓		
8	Check all point labels are correct and up to date, if applicable.	✓		
9	Check all plug connections in the panel to ensure the plugs are fully seated.	✓		

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.