

CERTIFICATION OF WORK PREVENTIVE MAINTENANCE

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

FACID/Building: Pa051-09 Date of Visit: 3-27-19

Contractor Personnel on Site:

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

Work Performed:

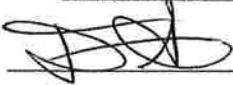
Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. work 7649, 7959
2. _____
3. _____
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

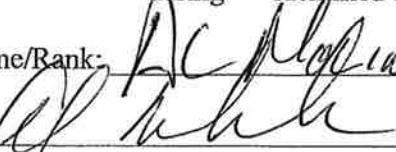
Print Name: Dominic Stango Date: 3-27-19

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
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: PH051-09LOCATION/RM #: MECH WO# 7649 ASSET # 4843MECHANIC
SIGNATURE:Scott Kinders DATE: 3/21/19

START TIME:

FINISH TIME:

ITEMS NUMBER	CHARGE POINT/DESCRIPTION	ITEMS COMPLETED		ITEMS REMAINING
		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	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		
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.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	X		
2	Inspect couplings and check for any pump seal leaks.	X		
3	Check motor mounts and vibration pads	X		
4	Tighten all pump flanges	X		
5	Visually check pump alignment and coupling	X		
6	Inspect electrical connections	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: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: PA051-09LOCATION/RM #: MECH WO# 7649 ASSET # 4844MECHANIC
SIGNATURE: Scott Kudus DATE: 3/21/19START TIME: FINISH TIME:

ITEMS NUMBER	CHECKPOINT (Description)	PASSED (COMPLETED)		NOT PASSED (NOT COMPLETED)	
		YES	NO	NOT APPLICABLE	NOT PERFORMED
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 #: DA051-09LOCATION/RM #: MECH. WO# 7169 ASSET # 4932MECHANIC
SIGNATURE:Scott Karelus DATE: 3/21/19

START TIME:

FINISH TIME:

ITEMS NUMBER	DESCRIPTION/INSTRUCTION	ICWIS 000101020103		NOTES/EXPLANATION
		WASH	NOT	
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	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		
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.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	X		
2	Inspect couplings and check for any pump seal leaks	X		
3	Check motor mounts and vibration pads	X		
4	Tighten all pump flanges	X		
5	Visually check pump alignment and coupling	X		
6	Inspect electrical connections	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: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: PA051-09LOCATION/RM #: MECH, WO# 7609 ASSET # 4927MECHANIC
SIGNATURE:Scott Kandis DATE: 3/21/19

START TIME:

FINISH TIME:

ITEM NUMBER	DESCRIPTION	STATUS (COMPLETED)	NOTES/CONDITIONS	
			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	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		
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.	X		
TO BE PERFORMED AFTER INSPECTION SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	X		
2	Inspect couplings and check for any pump seal leaks.	X		
3	Check motor mounts and vibration pads.	X		
4	Tighten all pump flanges.	X		
5	Visually check pump alignment and coupling.	X		
6	Inspect electrical connections.	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: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FAN COIL UNIT/ DUCTLESS MINI SPLIT

SITE AND BLDG #: RoO5d-09

LOCATION/RM #: 10000\ WO# T59 **ASSET #:** 5092

MECHANIC SIGNATURE: 

DATE: 3-22-19

START TIME: 12:50 **FINISH TIME:** 1:10

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	Schedule shutdown with operating personnel, as needed.	✓		
3	As needed, de-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check fan blades for dust buildup and clean if necessary.	✓		
2	When applicable, check fan blades and moving parts for cracks and excessive wear.	✓		
3	Tighten all electrical connectors to proper torque as needed.	✓		
4	Check that the fan runs properly in all speeds as applicable.	✓		
5	Check dampers and rotating auto diffusers for dirt accumulations, clean as necessary. Check felt, repair or replace as necessary.	✓		
6	Check damper actuators and linkage for proper operation as applicable. Adjust linkage on dampers if out of alignment.	✓		
7	Lubricate mechanical connections of dampers sparingly as applicable.	✓		
8	Check the valve(s) for signs of leakage and proper operation. If leak is detected, submit a UE.	✓		
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.	✓		
10	Check coils for leaking, tightness of fittings.	✓		
11	Use fin comb to straighten coil fins as needed.	✓		
12	Check belts for wear and cracks; adjust tension or alignment as applicable. Replace belts when necessary.	✓		
13	Check rigid couplings for alignment on direct drives, and for tightness of assembly	✓		NA

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	Vacuum interior of unit.	✓		
15	Check filter door for proper gasketing and air leaks. Correct as necessary.	✓		WPA
16	Change the filter as needed with the correct size and type filter.	✓		
17	Insure that drain(s) are clear and running.	✓		
18	Clean up work area.	✓		

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:

ITEM	DESCRIPTION			INSTRUCTIONS
	1	2	3	
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.			It is generally not a good idea to tamper with pumps using mechanical seals as this may damage the pump. It is usually not cost effective to risk damage to the seal by performing preventive maintenance.
2	Follow lock out/tag out procedures at all times. Do not energize or discharge any electrical, mechanical, pneumatic or hydraulic circuit prior to beginning work.			It is preferable to have a pump with pumps using mechanical seals in line rather than internal inspection of the pump.
3	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.			Leatherette pump and motor bearings as per manufacturer's specifications.
4	Inspect coupling and check for any pump seal leaks.			Inspect all pump flanges.
5	Check motor mounts and vibration pads.			Visually check pump alignment and coupling.
6	Inspect electrical connections.			To be performed by: General Maintenance Worker
<p>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</p>				

LOCATION/RM #: 7649 WO# 7649 ASSET #: 4901 FINISH TIME: 12:40
 SITE/AND BLDG #: 4051-0a DATE: 3-22-19

MECHANIC SIGNATURE: 

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
 CIRCULATING AND BOOSTER PUMPS