

CERTIFICATION OF WORK

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

FACID/Building: PA 055

Date of Visit: 3/29/19

Contractor Personnel on Site:

- | | |
|------------------------|----------|
| 1. <u>Tony Lenzus</u> | 4. _____ |
| 2. <u>Jim Geertens</u> | 5. _____ |
| 3. <u>Scott Weng</u> | 6. _____ |

Work Performed:

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

- | | |
|----------------|-------------|
| 1. <u>7691</u> | <u>7892</u> |
| 2. <u>7777</u> | _____ |
| 3. <u>7913</u> | _____ |
| 4. <u>7831</u> | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertens Date: 3-29-18

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: JIMMY SPETERS Date: 29 MAR 19

Signed: [Signature]

E-Mail:

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

FACID/Building: Pr 085 - 01 Date of Visit: 3/29/19

Contractor Personnel on Site:

- | | | | |
|----|---------------------|----|-------|
| 1. | <u>Tony Luzzini</u> | 4. | _____ |
| 2. | <u>Jim Geertsen</u> | 5. | _____ |
| 3. | <u>Sal Warner</u> | 6. | _____ |

Work Performed:

Other Recurring Services

- | | | |
|----|-------------|--|
| 1. | <u>7560</u> | |
| 2. | _____ | |
| 3. | _____ | |
| 4. | _____ | |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertsen Date: 3-29-18

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: TIMOTHY S PETERS Date: 29 MAR 19

Signed: [Signature]

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST MAKE UP AIR UNIT - HEATING/COOLING

SITE AND BLDG #:

Pass-02

LOCATION/RM #: OMS

WO#

7882

ASSET #

5313

MECHANIC

SIGNATURE:

DATE:

3/29/19

START TIME:

1300

FINISH TIME:

145

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.		/	
2	Schedule shutdown with operating personnel.	/		
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	Check thermostat settings to ensure the cooling and heating systems operating correctly.	/		
2	Tighten all electrical connections and measure voltage and current on motors.	/		
3	Check filters and clean or replace as necessary.	/		
4	Lubricate all moving parts.	/		
5	Check and inspect the condensate drain in your central air conditioner, furnace and/or heat pump (when in cooling mode).	/	N/A	WASHED FILTERS
6	Check controls of the system to ensure proper and safe operation. Check the starting cycle of the equipment to assure the system starts, operates, and shuts off properly.	/	N/A	
7	Clean evaporator and condenser air conditioning coils.	/		
8	Clean and adjust blower components to provide proper system airflow.	/		
9	Check all gas (or oil) connections, gas pressure, burner combustion and heat exchanger.	/	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: HVAC Technician

Additional Notes:

PTAC

Filters

are washable

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST CHILLER CONTROL PANEL (ANNUAL)

ACTIVITY AND BLDG #:

R 055-02

MECHANIC
SIGNATURE:

DATE:

3/22/19

LOCATION: OMS

620 7892 ASST 15313

START TIME:

1300

FINISH TIME:

145

CHECK POINT		CHILLER/UNIT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS
			YES	NO	
SPECIFIC 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	Read and understand the manufacturer's instructions before making any adjustments or calibrations.		/		
4	Schedule work with operating personnel, as needed.		/		
5	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	/			
6	Ensure appropriate site personnel are notified that alarms that may result from testing and to disregard them until testing is completed.	/	/		
7	Replace defective control safeties (as work order) found while performing preventive maintenance.		NA		
TO BE PERFORMED DURING EACH INSPECTION SERVICE					
1	Clean and calibrate all controlling instruments (temperature and pressure transducers, etc.) in accordance with manufacturer's instructions and maintenance standard.		NA		
2	Check and clean all electrical contacts and pneumatic orifices.	/	NA		
3	Check pneumatic tubing for leaks or damage. Repair or replace as required.	/	NA		
4	Check for bad indicator lights and gauges and replace as necessary.	/	NA		
5	Test all controllers and set at proper set points.	/	NA		
6	Check operating data and analyze for proper operation. Note unusual conditions such as compressor surge on maintenance log.		NA		

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:

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:

AURC Control Panel