

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

FACID/Building: Pross

Date of Visit: 9/12/19

Contractor Personnel on Site:

1. Tony Lazzari
2. Jim Gaulton
3. Scott Werry

4. _____
5. _____
6. _____

Work Performed:

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

1. 10791

10893

2. 10833

3. 10944

4. 10861

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Gaulton

Date: 9-12-19

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: TIMOTHY S PETERS

Date: 12 SEP 19

Signed: _____

E-Mail: _____

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

FACID/Building: P 058

Date of Visit: 9/12/19

Contractor Personnel on Site:

- | | |
|-----------------------|----------|
| 1. <u>Tony Luzzo</u> | 4. _____ |
| 2. <u>Jim Gertsen</u> | 5. _____ |
| 3. <u>Scott Warr</u> | 6. _____ |

Work Performed:

Other Recurring Services

- | | |
|-----------------|-------|
| 1. <u>10729</u> | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Tony Luzzo

Date: 9/12/19

Signed: Tony Luzzo

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: 12 SEP 19

Signed: Timothy S Peters

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST FAN COIL UNIT/ DUCTLESS MINI SPLIT

SITE AND BLDG #:

P2055-01

MECHANIC
SIGNATURE:


DATE:

8/12/18

LOCATION/RM #:

Gms

WO#

108993

ASSET #

4648

START TIME:

9:15

FINISH TIME:

9:25

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.		/	
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.		/	NA
6	Check damper actuators and linkage for proper operation as applicable. Adjust linkage on dampers if out of alignment.		/	NA
7	Lubricate mechanical connections of dampers sparingly as applicable.		/	NA
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.		/	

K00-046CMI Management Inc.

- 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.
- 14 Vacuum interior of unit.
- 15 Check filter door for proper gasketing and air leaks. Correct as necessary.
- 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.

NA

NA

B/K

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

3

Pc

17, 18, 19

1 Piece

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST CHILLER CONTROL PANEL (ANNUAL)

ACTIVITY AND BLDG #: PA 055-02LOCATION: OM/ W01 10893 Asset # 5313MECHANIC
SIGNATURE: [Signature]DATE: 8/12/18START TIME: 925FINISH TIME: 930

ITEM NO.	CHECK/DESCRIPTION	TASK COMPLETION		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	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.	/	/	
100% DEFECTIVE DATA COLLECTION SERVICE				
1	Clean and calibrate all controlling instruments (temperature and pressure transducers, etc.) in accordance with manufacturer's instructions and maintenance standard.	/		
2	Check and clean all electrical contacts and pneumatic orifices.	/		
3	Check pneumatic tubing for leaks or damage. Repair or replace as required.	/		
4	Check for bad indicator lights and gauges and replace as necessary.		/	
5	Test all controllers and set at proper set points.		/	
6	Check operating data and analyze for proper operation. Note unusual conditions such as compressor surge on maintenance log.		/	

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:

BK

HVAC

Control

Panel

For

Refrigerant

Refrigerant