

ATTACHMENT J-0200000-05  
FORMS

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

FACID/Building: Pross

Date of Visit: 4/24/19

Contractor Personnel on Site:

1. Tom Logue
2. Tom Gehriger
3. Scott Wray

4. Greg Deitzer
5. \_\_\_\_\_
6. \_\_\_\_\_

**Work Performed:**

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

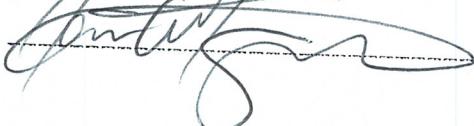
1. 8259
2. 8256
3. \_\_\_\_\_
4. \_\_\_\_\_

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Tom Gehriger

Date: 4-24-19

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: 24 APR 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: Pr055-01 Date of Visit: 4/24/19

Contractor Personnel on Site:

1. <u>Tony Gazzola</u>	4. <u>Guy Beitzel</u>
2. <u>Jim Geerhart</u>	5. _____
3. <u>Scott Wergin</u>	6. _____

Work Performed:

Other Recurring Services

1. <u>8343</u>
2. _____
3. _____
4. _____

**CERTIFICATION OF WORK**

To be signed by the Contractor:

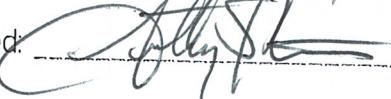
Print Name: Jim Geerhart Date: 4-24-19

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: JIMMY SPETERS Date: 24 APR 19

Signed: 

E-Mail:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #:

P-058-02

LOCATION/RM #: 103 D WO# 8250 ASSET # 5388

MECHANIC  
SIGNATURE:

DATE:

1/24/18

START TIME:

1150

FINISH TIME:

1155

ITEM (QTY)	DESCRIPTION	PMA & GOALS	SPECIAL INSTRUCTIONS	NOTES/ACTIONS	
				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.			/	
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.			/	
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.			/	
2	Review all zone set points at the server.			/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.			/	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.			/	
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.			/	
6	If applicable, replace battery as needed.				NA

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: *P1* 055-02  
LOCATION/RM #: *104* WO# *8250* ASSET # *5401*

MECHANIC  
SIGNATURE: *John*

DATE: *4/24/19*

START TIME: *1150*

FINISH TIME: *1155*

CHECKLIST (01890)	ITEM DESCRIPTION	PARK (CONTINUE)		NOTES/ACCOMPLISHMENTS
		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.		/	
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	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
4	Review all zone set points at the server.		/	
5	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/	
6	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		/	
	Check time-of-day schedule to confirm consistency with facility operation.		/	
	Adjust schedule as needed.			<i>MA MB</i>
	If applicable, replace battery as needed.			

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: *Pr 058-02*LOCATION/RM #: *102* WO# *8212* ASSET # *5405*MECHANIC  
SIGNATURE:

START TIME:

*John*

DATE:

*4/24/18*FINISH TIME: *1205*

CHECKLIST (188)	CHECKLIST DESCRIPTION	SPECIAL INSTRUCTIONS	DATE COMPLETED		NOTES/ACCOMPLISHMENTS
			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.		/		
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.		/		
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/		
2	Review all zone set points at the server.		/		
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.				<i>NA</i>
6	If applicable, replace battery as needed.				<i>MT</i>

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: *Pc 055-02*LOCATION/RM #: *WO# 525 ASSET # 5533*MECHANIC  
SIGNATURE: *Amber J*DATE: *9/24/18*START TIME: *1200*FINISH TIME: *1205*

ITEM (O)N(S)	DESCRIPTION	LEVEL OF COMPLETENESS	NOTES/ACCOMPLISHMENTS	
			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.			
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.			
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.	<i>TO BE PERFORMED AT EACH INSPECTION SERVICE</i>		
2	Review all zone set points at the server.			
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.			
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.			
5	Check time-of-day schedule to confirm consistency with facility operation.			
6	Adjust schedule as needed.			
	If applicable, replace battery as needed.			<i>MA</i>

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #:

P 055-02

LOCATION/RM #:

WO# 8250

ASSET # 5135

MECHANIC  
SIGNATURE:

START TIME:

1203

DATE:

4/24/18

FINISH TIME: (210)

CHECK (LINE)	CHECKPOINT DESCRIPTION	PERFORMED		NOTES/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.		/	
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.		/	
1	1 If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.	/		
6	If applicable, replace battery as needed.			

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:

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