

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

FACID/Building: Prose Date of Visit: 5/31/19

Contractor Personnel on Site:

- |                       |          |
|-----------------------|----------|
| 1. <u>Tony Lopez</u>  | 4. _____ |
| 2. <u>Jim Gault</u>   | 5. _____ |
| 3. <u>Scott Berry</u> | 6. _____ |

Work Performed:

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

- |                |             |
|----------------|-------------|
| 1. <u>8509</u> | <u>8666</u> |
| 2. <u>8638</u> | <u>8742</u> |
| 3. <u>8718</u> | _____       |
| 4. <u>8547</u> | _____       |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Gault Date: 5-31-19  
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 SPENCER Date: 31 MAY 19  
Signed: [Signature]

E-Mail: \_\_\_\_\_

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

Facility/Building: Peers Date of Visit: 5/2/18

Contractor Personnel on Site:

- |                       |          |
|-----------------------|----------|
| 1. <u>Greg Deitel</u> | 4. _____ |
| 2. _____              | 5. _____ |
| 3. _____              | 6. _____ |

Work Performed:

Other Recurring Services

- |                |       |
|----------------|-------|
| 1. <u>8568</u> | _____ |
| 2. _____       | _____ |
| 3. _____       | _____ |
| 4. _____       | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: S. Ceptgens Date: 5-31-19

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: 31 MAY 19

Signed: [Signature]

E-Mail: \_\_\_\_\_

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST HOT AIR FURNACE

ACTIVITY AND BLDG #:

PA055-02

LOCATION: 103

W08 # 8292

Asset # 3443

MECHANIC  
SIGNATURE:

DATE:

5/31/18

START TIME:

11:15

FINISH TIME:

11:30

GENERAL INFORMATION		TASK COMPLETION		NOTES/ACTIONS	
NO.	DESCRIPTION	YES	NO	YES	NO
<b>SPECIAL INSTRUCTIONS</b>					
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	Review manufacturer's instructions.				
3	Schedule shutdown with operating personnel.				
4	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.				
<b>TO BE PERFORMED BY INSPECTION SERVICE</b>					
5	Remove furnace ends and access panels if applicable.				
6	Check the fire box liner or refractory for cracks and leaks.				
7	Check smoke stack for obstructions, leaks, etc.			N/A	
8	Clean bottom of smoke stack (breaching).			N/A	
9	Clean all fans and motors.			N/A	
10	Check operation of controls and safeties.				
11	Lubricate as required.				
12	Check and clean plenum (clean cooling coils and check for leaks, if equipped.)				
13	Replace furnace and access panels ends if removed.			N/A	
14	Check all motors, belts, pulleys, shafts, etc. for alignment.				
15	Treat all rusted areas with rust inhibitor and touch up paint.				
16	Remove lock outs and tags. Restore fuel and power supply.			N/A	

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:

PM

Draw

3.1

3.2

2.3

BEC