

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: Pr 067

Date of Visit: 3/26/19

Contractor Personnel on Site:

1. TONY Lazzaro
2. Jim Beetsma
3. Scott Werry

- 4.
- 5.
- 6.

Work Performed:

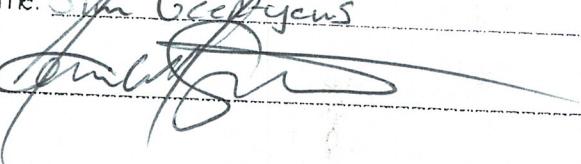
Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. 7915
2. 7815
- 3.
- 4.

CERTIFICATION OF WORK

To be signed by the Contractor:

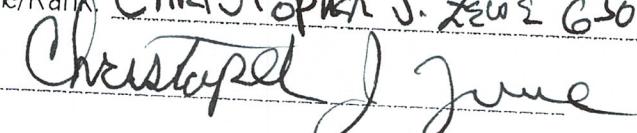
Print Name: John Geetyous Date: 3-26-19

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: Christopher J. Zewz G-509 Date: 20190326

Signed: 

E-Mail:

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

FacID/Building: Pr067-01 Date of Visit: 3/26/19

Contractor Personnel on Site:

1. Tony Lenz
2. Jim Beertjes
3. Scott Wenz
4. _____
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 7564
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Beertjes Date: 3-26-19
Signed: Jim Beertjes

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: Christopher J. Zane Date: 20190326
Signed: Christopher J. Zane

E-Mail: _____

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

SITE AND BLDG #: Pr 067-01LOCATION/RM #: WO# 7815ASSET # 4674MECHANIC
SIGNATURE: John MorganDATE: 3/26/19START TIME: 1030FINISH TIME: 1200

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	SPECIAL INSTRUCTIONS		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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 system is 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).			NA	
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.			NA	
7	Clean evaporator and condenser air conditioning coils.		/		
8	Clean and adjust blower components to provide proper system airflow.		/	NA	
9	Check all gas (or oil) connections, gas pressure, burner combustion and heat exchanger.		/	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:

20 PC

REquiring office

106

108

109

110

111

112

113

114 Do Not Use

115 Do Not Use

117

117

 205
 205
 206
 206
 208
 209
 210
 210

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

SITE AND BLDG #: Pr 067 -01LOCATION/RM #: 207 WO# 7915 ASSET # 4686MECHANIC
SIGNATURE:

START TIME:

FINISH TIME:

DATE:

3/25/121200

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.	—	—	
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 system is 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).	✓ NA	—	
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.	—	—	
7	Clean evaporator and condenser air conditioning coils.	—	✓ NA	
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.	—	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:

3 Piece

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: *PL 667 - 01*LOCATION/RM #: *PL 667* WO# *7915* ASSET # *7383*MECHANIC
SIGNATURE: *J. C. L.*DATE: *3/26/15*START TIME: *0630*FINISH TIME: *0640*

CIRCUIT ROUTE	CIRCUIT DESCRIPTION	TASK COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/>	NOTES/ACCTIONS	
			NOTES/ACCTIONS INCLUDE COMPLETION OF GROUNDING, PROVIDE EXPLANATION	
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 and coordinate work 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	Open and tag switch.			
2	Inspect visual condition of wiring. Look for evidence of overheating.			
3	Check for proper light operation.			
4	Test operation of automatic switches/ time clock/ photocells if applicable.			
5	Inspect light pole and mounting devices for deficiencies.			
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.			

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:

2 PL 4 Mean

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: Pr 067 - 61
 LOCATION/RM #: 045m WO# 7815 ASSET # 7413

MECHANIC
 SIGNATURE: J. C. L.

DATE: 8/28/17START TIME: 0630FINISH TIME: 0845

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED		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 and coordinate work 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.		/	
SPECIAL INSTRUCTIONS				
1	Open and tag switch.	/		
2	Inspect visual condition of wiring. Look for evidence of overheating.	/		
3	Check for proper light operation.	/		
4	Test operation of automatic switches/ time clock/ photocells if applicable.	/		
5	Inspect light pole and mounting devices for deficiencies.	/		
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	/		
TO BE PERFORMED AT EACH INSPECTION SERVICE				

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: