

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: Pr007

Date of Visit: 7/12/19

Contractor Personnel on Site:

1. Tony Lazarus
2. Jim Geertgens
3. Scott Werry

- 4.
- 5.
- 6.

Work Performed:

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

1. 9927
2. 9730
3. 996r
- 4.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens

Date: 7-12-19

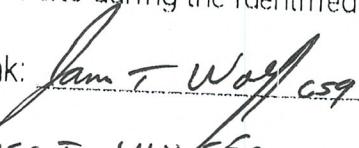
Signed: 

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: James T. Wolff, CSM

Date: 12 Jul 19

Signed: 

E-Mail: james.t.wolff.civ@mail.mil

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

Facility/Building: PC 087-01 Date of Visit: 7/7/19

Contractor Personnel on Site:

1. Tony Gravas
2. Jim Geffgens
3. _____
4. _____
5. _____
6. _____

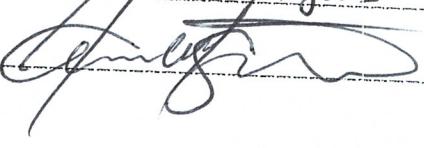
Work Performed:

Other Recurring Services

1. 9830
2. _____
3. _____
4. _____

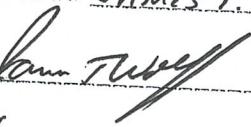
CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geffgens Date: 7-12-19
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: JAMES T. WOLFF C59 Date: 12Jul19
Signed: 
E-Mail: James.t.wolff.civ@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: PA 087 ~ 61

LOCATION/RM #: M2P WO# 9927 ASSET # 7600

MECHANIC
SIGNATURE: *John*

DATE: 7/12/19

START TIME: 800

FINISH TIME: 810

| CHECK ITEM | DESCRIPTION | BASIC COMPLETION | | NOTES/COMMENTS |
|---|---|------------------|----|----------------|
| | | 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. | - | - | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| GATES | | | | |
| 1 | Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess. | - | - | |
| 2 | Check all locking devices. Lubricate as required. | - | - | |
| 3 | Inspect center gate support rollers and lubricate as required. | - | - | |
| 4 | Clean roller track of any debris. | - | - | |
| 5 | Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary. | - | - | |
| 6 | Check for any obstructions that retard full swing or movement of the gate. | - | - | |
| 7 | Check that shrubs and trees are pruned clear of gate. | - | - | |
| 8 | Check hold open devices for proper operation. Lubricate as required. | - | - | |
| FENCES | | | | |
| 1 | Check posts and corner posts, support guys, and horizontal bars between each support post. | <i>NP</i> | - | |
| 2 | Check wire and anchor point; re-stretch and re-anchor if necessary. | <i>NP</i> | - | |
| 3 | Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post. | <i>NP</i> | - | |
| 4 | Treat with galvanized protectant where rust has developed. | <i>NP</i> | - | |
| 5 | If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE). | <i>NP</i> | - | |
| 6 | Check that shrubs and trees are pruned clear of fencing | <i>NP</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: General Maintenance Worker
 Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: *Pa 087-01*LOCATION/RM #: *MEL*WO# *9927*ASSET # *7641*MECHANIC
SIGNATURE: *[Signature]*DATE: *7/12/18*START TIME: *810*FINISH TIME: *820*

| CHECK ITEM | DESCRIPTION | TASK COMPLETED YES / NO | NOTES / EXCEPTIONS | |
|---|---|-------------------------------------|--------------------|--|
| | | | NOTES / EXCEPTIONS | |
| 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. | <input checked="" type="checkbox"/> | | |
| 2 | Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning a work. | <input checked="" type="checkbox"/> | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| | GATES | | | |
| 1 | Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess. | <input checked="" type="checkbox"/> | | |
| 2 | Check all locking devices. Lubricate as required. | <input checked="" type="checkbox"/> | | |
| 3 | Inspect center gate support rollers and lubricate as required. | <input checked="" type="checkbox"/> | | |
| 4 | Clean roller track of any debris. | <input checked="" type="checkbox"/> | | |
| 5 | Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary. | <input checked="" type="checkbox"/> | | |
| 6 | Check for any obstructions that retard full swing or movement of the gate. | <input checked="" type="checkbox"/> | | |
| 7 | Check that shrubs and trees are pruned clear of gate. | <input checked="" type="checkbox"/> | | |
| 8 | Check hold open devices for proper operation. Lubricate as required. | <input checked="" type="checkbox"/> | | |
| | FENCES | | | |
| 1 | Check posts and corner posts, support guys, and horizontal bars between each support post. | <input checked="" type="checkbox"/> | | |
| 2 | Check wire and anchor point, re-stretch and re-anchor if necessary. | <input checked="" type="checkbox"/> | | |
| 3 | Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post. | <input checked="" type="checkbox"/> | | |
| 4 | Treat with galvanized protectant where rust has developed. | <input checked="" type="checkbox"/> | | |
| 5 | If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE). | <input checked="" type="checkbox"/> | | |
| 6 | Check that shrubs and trees are pruned clear of fencing. | <input checked="" type="checkbox"/> | | |

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:

Personnel / GATE

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #:

P057 - 01

LOCATION: DRCU W# 9807 asset# 7715

MECHANIC
SIGNATURE:

DATE:

2/12/19

START TIME:

820

FINISH TIME:

840

| 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. | | / | |
| 2 | Review manufacturer's instructions. | | / | |
| 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 | Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required. | | / | |
| 2 | Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed. | | / | |
| 3 | Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs. | | / | |
| 4 | Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc. | | / | |
| 5 | Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed. | | / | |
| 6 | Inspect gear box, change or add oil as required. | | / | |
| 7 | Perform required lubrication. Remove old or excess lubricant. | | / | |
| 8 | Clean unit and mechanism thoroughly. Touch up paint where required. | | / | |
| 9 | Clean up and remove all debris. | | / | |

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:

14 X 14

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR CURTAIN

SITE AND BLDG #: *P2087 - G1*LOCATION/RM #: *106* WO# *9927* ASSET # *7855*MECHANIC
SIGNATURE: *John*DATE: *2/12/19*START TIME: *820*FINISH TIME: *825*

| ITEM # | DESCRIPTION | TASK COMPLETED | NOTES | |
|--------|---|--|-------|----|
| | | | 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 | Disconnect the power to the unit. | TO BE PERFORMED AT EACH INSPECTION SERVICE | | |
| 2 | Remove the intake grille by removing all screws around the edges. | NA | | |
| 3 | Vacuum and wash (if necessary) to remove the buildup of dirt and debris. | NA | | |
| 4 | If necessary, lubricate the motors. | NA | | |
| 5 | Reinstall the cover and intake grille. | NA | | |
| 6 | Verify proper operation of unit. Make and/or recommend any needed repairs. | 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: General Maintenance Worker

Additional Notes:

Folding Curtains

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #:

P2087-01

LOCATION: DRILL W# 992 Asset # 7884

MECHANIC
SIGNATURE:

DATE:

START TIME: 8:00

FINISH TIME: 8:15

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|--|---|---------------|-----|--|
| | | YES | NO | |
| | 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. | | ✓ | |
| 1 | Review manufacturer's instructions. | | ✓ | |
| 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. | | ✓ | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Check with door operating personnel for any known deficiencies. | ✓ | | |
| 2 | Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required. | ✓ | | |
| 3 | If applicable, operate with power from start to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed. | | N/A | |
| 4 | Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs. | | N/A | |
| 5 | Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc. | ✓ | | |
| 6 | If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed. | | N/A | |
| 7 | If applicable, inspect gear box, change or add oil as required. | ✓ | N/A | |
| 8 | Perform required lubrication. Remove old or excess lubricant. | | | |
| 9 | Clean unit and mechanism thoroughly. Touch up paint where required. | ✓ | | |
| 10 | Clean up and remove all debris. | ✓ | | |

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:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at [\(Provide Link to OEM Manual/Asset Library\)](#)

Additional Notes:

10 x 3

Rolling Knee Shifter

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #:

PA 082-01

MECHANIC
SIGNATURE:

DATE:

7/12/19

LOCATION: DVILLE WAT 9927 asset 17987

START TIME: 8:15

FINISH TIME: 8:30

| 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. | | ✓ | |
| 2 | Review manufacturer's instructions. | | ✓ | |
| 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 with door operating personnel for any known deficiencies. | ✓ | | |
| 2 | Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required. | ✓ | | |
| 3 | If applicable, operate with power from start to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed. | | N/A | |
| 4 | Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs. | | N/A | |
| 5 | Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc. | ✓ | | |
| 6 | If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed. | | N/A | |
| 7 | If applicable, inspect gear box, change or add oil as required. | | N/A | |
| 8 | Perform required lubrication. Remove old or excess lubricant. | ✓ | N/A | |
| 9 | Clean unit and mechanism thoroughly. Touch up paint where required. | ✓ | | |
| 10 | Clean up and remove all debris. | ✓ | | |

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:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at [\(Provide Link to OEM Manual/Asset Library\)](#)

Additional Notes:

2x4

Rolling

Fine

Shutter