

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

FACID/Building: Pr 096

Date of Visit: 7/23/19

Contractor Personnel on Site:

1. Tony Greary
2. Jim Geertges
3. \_\_\_\_\_

4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Work Performed:

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

1. 9930
2. 9957
3. \_\_\_\_\_
4. \_\_\_\_\_

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertges Date: 7-23-19

Signed: Jim Geertges

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: Hannah Flanagan GS-09 Date: 7/23/19

Signed: Hannah Flanagan

E-Mail:

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

FacID/Building: Fr 096-01 Date of Visit: 7/23/19

Contractor Personnel on Site:

1. Tony Grano
2. Jim Gerdts
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Work Performed:

Other Recurring Services

1. 9633
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Tony Greenlaw Date: 7-23-19  
Signed: Greenlaw

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: Hannah Flanagan GS-09 Date: 7/23/19  
Signed: Hannah Flanagan

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**POWER OPERATED OVERHEAD DOOR**

ACTIVITY AND BLDG #: *PA 096-02*  
 LOCATION: *8PM 650 9957 1850 7759*

MECHANIC  
SIGNATURE:

DATE:

START TIME:

*800*

FINISH TIME:

*810*

CHECK POINT	CHECKPOINT DESCRIPTION	SPECIAL INSTRUCTIONS	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.				
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>					
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 of 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:

*Door needs paint*

*18X12*

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**POWER OPERATED OVERHEAD DOOR**

ACTIVITY AND BLDG #: *Pp 896-02*LOCATION: *OMS WCH 9957 Asset # 7760*MECHANIC  
SIGNATURE: *John G. Miller*DATE: *7/23/19*START TIME: *810*FINISH TIME: *820*

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.		<i>✓</i>	
2	Review manufacturer's instructions.		<i>✓</i>	
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.		<i>✓</i>	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
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.	<i>✓</i>		
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.	<i>✓</i>		
3	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	<i>✓</i>		
4	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains sprockets, clutch, etc.	<i>✓</i>		
5	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	<i>✓</i>		
6	Inspect gear box, change or add oil as required.	<i>✓</i>		
7	Perform required lubrication. Remove old or excess lubricant.	<i>✓</i>		
8	Clean unit and mechanism thoroughly. Touch up paint where required.	<i>✓</i>		
9	Clean up and remove all debris.	<i>✓</i>		

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:

*Door needs paint*

*18 x 12*

*ADJUSTED CABLE ON Rshft  
Side of door*

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**MANUAL/AUTOMATIC OVERHEAD DOORS**

SITE AND BLDG #: Pn 096-02  
LOCATION/RM #: 001 WO# 9957 ASSET # 2769

MECHANIC SIGNATURE: *[Signature]* DATE: 7/23/18  
START TIME: 082-18 FINISH TIME: 085

CHECK POINT	CHECKPOINT DESCRIPTION	BASIC COMPLETENESS		NOTES/ACTIONS <small>IF TASK COMPLETE IS CHECKED NO PROVIDE EXPLANATION</small>
		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.		N/A	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
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.	✓	N/A	
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.	✓		
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 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:

18x12  
 Door needs Paint and is DENTED  
 at bottom.  
 Cables on left side of door were  
 POSSIBLY