

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: PA166-01 Date of Visit: 6-17, 618, 6-21

Contractor Personnel on Site:

1. Dominic Stango
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Work Performed:**

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

1. W011 9387, 9126, 9271
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Dominic Stango Date: 6-21-19

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: 21 JUNE 2019

Signed: 

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EXHAUST FANS**

**SITE AND BLDG #:** Pa 166-01

**MECHANIC SIGNATURE:** AS

**DATE:** 6-17-19

**LOCATION/RM #:** Doyle **WO#** 9126 **ASSET #** 2848

**START TIME:** 1:35

**FINISH TIME:** 1:40

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE                       |    | NOTES/ACTIONS<br>(IF TASK COMPLETE IS CHECKED AND PROVIDED 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. | <input checked="" type="checkbox"/> |    |   |
| 2   | Schedule shutdown with operating personnel, as needed.   | <input checked="" type="checkbox"/> |    |   |
| 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.                      | <input checked="" type="checkbox"/> |    |   |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |                                     |    |   |
| 1   | Clean unit, especially fan blades.   | <input checked="" type="checkbox"/> |    |   |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | <input checked="" type="checkbox"/> |    |   |
| 3   | Perform required lubrication and remove old or excess lubricant.   | <input checked="" type="checkbox"/> |    |   |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | <input checked="" type="checkbox"/> |    |   |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | <input checked="" type="checkbox"/> |    |   |
| 6   | Start unit and check for vibration and noise.  | <input checked="" type="checkbox"/> |    |   |
| 7   | Remove all trash and debris.   | <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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EXHAUST FANS**

**SITE AND BLDG #:** Pal66-01

**MECHANIC SIGNATURE:** J. J. **DATE:** 6-17-19

**LOCATION/RM #:** Storage **WO#** 9126 **ASSET #** 3729

**START TIME:** 1:30 **FINISH TIME:** 1:35

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE |    | NOTES/ACTIONS<br>(IF TASK COMPLETE IS CHECKED, NO NEED TO 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, as needed.   | ✓             |    |  |
| 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   | Clean unit, especially fan blades.   | ✓             |    |  |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | ✓             |    |  |
| 3   | Perform required lubrication and remove old or excess lubricant.   | ✓             |    |  |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | ✓             |    |  |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | ✓             |    |  |
| 6   | Start unit and check for vibration and noise.  | ✓             |    |  |
| 7   | Remove all trash and 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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EXHAUST FANS**

**SITE AND BLDG #:** Pa 166-01

**MECHANIC SIGNATURE:** [Signature]

**DATE:** 6-17-19

**LOCATION/RM #:** Storage **WO#** 9126 **ASSET #** 3727

**START TIME:** 1:25

**FINISH TIME:** 1:30

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE                       |    | NOTES/ACTIONS<br>(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. | <input checked="" type="checkbox"/> |    |  |
| 2   | Schedule shutdown with operating personnel, as needed.   | <input checked="" type="checkbox"/> |    |  |
| 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.                      | <input checked="" type="checkbox"/> |    |  |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |                                     |    |  |
| 1   | Clean unit, especially fan blades.   | <input checked="" type="checkbox"/> |    |  |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | <input checked="" type="checkbox"/> |    |  |
| 3   | Perform required lubrication and remove old or excess lubricant.   | <input checked="" type="checkbox"/> |    |  |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | <input checked="" type="checkbox"/> |    |  |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | <input checked="" type="checkbox"/> |    |  |
| 6   | Start unit and check for vibration and noise.  | <input checked="" type="checkbox"/> |    |  |
| 7   | Remove all trash and debris.   | <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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EXHAUST FANS**

**SITE AND BLDG #:** Merz **W0#** 9126 **ASSET #** 3726

**MECHANIC SIGNATURE:** J. S. S. **DATE:** 6-17-19

**START TIME:** 1:20 **FINISH TIME:** 1:25

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE                       |    | NOTES/ACTIONS<br>(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. | <input checked="" type="checkbox"/> |    |  |
| 2   | Schedule shutdown with operating personnel, as needed.   | <input checked="" type="checkbox"/> |    |  |
| 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.                      | <input checked="" type="checkbox"/> |    |  |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |                                     |    |  |
| 1   | Clean unit, especially fan blades.   | <input checked="" type="checkbox"/> |    |  |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | <input checked="" type="checkbox"/> |    |  |
| 3   | Perform required lubrication and remove old or excess lubricant.   | <input checked="" type="checkbox"/> |    |  |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | <input checked="" type="checkbox"/> |    |  |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | <input checked="" type="checkbox"/> |    |  |
| 6   | Start unit and check for vibration and noise.  | <input checked="" type="checkbox"/> |    |  |
| 7   | Remove all trash and debris.   | <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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EXHAUST FANS**

**SITE AND BLDG #:** Pa166-01

**MECHANIC SIGNATURE:** 

**DATE:** 6-17-19

**LOCATION/RM #:** Merz    **WO#** 9126    **ASSET #** 3725

**START TIME:** 1:10

**FINISH TIME:** 1:15

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE |    | NOTES/ACTIONS<br>(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, as needed.   | ✓             |    |  |
| 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   | Clean unit, especially fan blades.   | ✓             |    |  |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | ✓             |    |  |
| 3   | Perform required lubrication and remove old or excess lubricant.   | ✓             |    |  |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | ✓             |    |  |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | ✓             |    |  |
| 6   | Start unit and check for vibration and noise.  | ✓             |    |  |
| 7   | Remove all trash and 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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
EXHAUST FANS

**SITE AND BLDG #:** PaV66-01

**MECHANIC SIGNATURE:** J. S. **DATE:** 6-17-19

**LOCATION/RM #:** W022 **WO#** 9126 **ASSET #** 3724

**START TIME:** 1:05 **FINISH TIME:** 1:10

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE                       |    | NOTES/ACTIONS<br>(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. | <input checked="" type="checkbox"/> |    |   |
| 2   | Schedule shutdown with operating personnel, as needed.   | <input checked="" type="checkbox"/> |    |   |
| 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.                      | <input checked="" type="checkbox"/> |    |   |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |                                     |    |   |
| 1   | Clean unit, especially fan blades.   | <input checked="" type="checkbox"/> |    |   |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | <input checked="" type="checkbox"/> |    |   |
| 3   | Perform required lubrication and remove old or excess lubricant.   | <input checked="" type="checkbox"/> |    |   |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | <input checked="" type="checkbox"/> |    |   |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              |                                     |    |   |
| 6   | Start unit and check for vibration and noise.  | <input checked="" type="checkbox"/> |    |   |
| 7   | Remove all trash and debris.   | <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:**

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

EXHAUST FANS

*Relief fan*

**SITE AND BLDG #:** Storage

**WO#:** 9126

**ASSET #** 3723

**START TIME:** 1

**FINISH TIME:** 1:05

**MECHANIC SIGNATURE:** *[Signature]*

**DATE:** 6-17-19

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE                       |    | NOTES/ACTIONS<br>(IF TASK IS COMPLETE 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. | <input checked="" type="checkbox"/> |    |  |
| 2   | Schedule shutdown with operating personnel, as needed.   | <input checked="" type="checkbox"/> |    |  |
| 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.                      | <input checked="" type="checkbox"/> |    |  |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |                                     |    |  |
| 1   | Clean unit, especially fan blades.   | <input checked="" type="checkbox"/> |    |  |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | <input checked="" type="checkbox"/> |    |  |
| 3   | Perform required lubrication and remove old or excess lubricant.   | <input checked="" type="checkbox"/> |    |  |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | <input checked="" type="checkbox"/> |    |  |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | <input checked="" type="checkbox"/> |    |  |
| 6   | Start unit and check for vibration and noise.  | <input checked="" type="checkbox"/> |    |  |
| 7   | Remove all trash and debris.   | <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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**

**EXHAUST FANS**

*Relief Fan*

**SITE AND BLDG #:** Pa166-01

**LOCATION/RM #:** Storage **WO#** 9176 **ASSET #** 3722

**START TIME:** 12:55 **FINISH TIME:** 1

**DATE:** 6-17-19

**MECHANIC SIGNATURE:** *[Signature]*

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE                       |    | NOTES/ACTIONS<br>(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. | <input checked="" type="checkbox"/> |    |  |
| 2   | Schedule shutdown with operating personnel, as needed.   | <input checked="" type="checkbox"/> |    |  |
| 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.                      | <input checked="" type="checkbox"/> |    |  |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |                                     |    |  |
| 1   | Clean unit, especially fan blades.   | <input checked="" type="checkbox"/> |    |  |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | <input checked="" type="checkbox"/> |    |  |
| 3   | Perform required lubrication and remove old or excess lubricant.   | <input checked="" type="checkbox"/> |    |  |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | <input checked="" type="checkbox"/> |    |  |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | <input checked="" type="checkbox"/> |    |  |
| 6   | Start unit and check for vibration and noise.  | <input checked="" type="checkbox"/> |    |  |
| 7   | Remove all trash and debris.   | <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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EXHAUST FANS**

SITE AND BLDG #: Pa 166-01MECHANIC SIGNATURE: T.S.DATE: 6-17-19LOCATION/RM #: 1008 WO# 9126 ASSET # 3629START TIME: 12:50FINISH TIME: 12:55

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE                       |    | NOTES/ ACTIONS<br>(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. | <input checked="" type="checkbox"/> |    |   |
| 2   | Schedule shutdown with operating personnel, as needed.   | <input checked="" type="checkbox"/> |    |   |
| 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.                      | <input checked="" type="checkbox"/> |    |   |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |                                     |    |   |
| 1   | Clean unit, especially fan blades.   | <input checked="" type="checkbox"/> |    |   |
| 2   | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.        | <input checked="" type="checkbox"/> |    |   |
| 3   | Perform required lubrication and remove old or excess lubricant.   | <input checked="" type="checkbox"/> |    |   |
| 4   | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.   | <input checked="" type="checkbox"/> |    |   |
| 5   | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.                              | <input checked="" type="checkbox"/> |    |   |
| 6   | Start unit and check for vibration and noise.  | <input checked="" type="checkbox"/> |    |   |
| 7   | Remove all trash and debris.   | <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: