

ATTACHMENT J-0200000-05  
FORMS

CERTIFICATION OF WORK

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

FACID/Building: WU038

Date of Visit: 8/5/19

Contractor Personnel on Site:

1. Scott Werry

4.

2.

5.

3.

6.

Work Performed:

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

1. 10202, 10397, 10486

2.

3.

4.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Scott Werry

Date: 8/5/19

Signed: Scott Werry

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: SSG Hassell, Samuel E

Date: 8/5/19

Signed: SE12

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

FacID/Building: WUQ38 Date of Visit: 8/5/19

Contractor Personnel on Site:

1. Scott Werry  
2.  
3.  
4.

5.  
6.

Work Performed:

Other Recurring Services

1. 10357  
2.  
3.  
4.

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Scott Werry Date: 8/5/19  
Signed: Scott Werry

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: SSG Hassell, Samuel R. Date: 8/5/19  
Signed: BSR

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

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

SITE AND BLDG #: WJ 038-2

LOCATION/RM #: M-1 P WO# 10357 ASSET # 743

MECHANIC  
SIGNATURE:

DATE:

Elvira

START TIME: 5:00 AM

FINISH TIME: 5:15 AM

CROSS REF ID:	CHICAGO INDUSTRY DESCRIPTION	DRAFT (CONTINUOUS)	START TIME: 5:00AM		FINISH TIME: 5:15AM
			YES	NO	
			NOTES / ACTIONS		
			IF TO BE COMPLETED BY CONTRACTOR PROVIDE EXPLANATION		
<p>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.</p> <p>2 Schedule and coordinate work with operating personnel.</p> <p>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</p>		<p><input checked="" type="checkbox"/> SPECIAL INSTRUCTIONS</p> <p><input checked="" type="checkbox"/> TO BE PERFORMED DATE: 07/16/2016</p> <p><input checked="" type="checkbox"/> CH INSPECTION SERVICE</p>			
<p>1 Open and tag switch.</p> <p>2 Inspect visual condition of wiring. Look for evidence of overheating.</p> <p>3 Check for proper light operation.</p> <p>4 Test operation of automatic switches/ time clock/ photocells if applicable.</p> <p>5 Inspect light pole and mounting devices for deficiencies.</p> <p>6 For any noted deficiency, takes pictures and open corrective maintenance ticket.</p>		<p><input checked="" type="checkbox"/></p>			
<p>Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) exceeding \$250 open a corrective maintenance ticket.</p>					

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:

1 R floor

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
LIGHTING, OUTSIDE

SITE AND BLDG #: **WV 038 - 02**LOCATION/RM #: **MEP** WO# **10357** ASSET # **7440**MECHANIC  
SIGNATURE:

DATE:

*Scott Murphy* 8/15/18START TIME: **5:00 AM**

FINISH TIME:

*5:15 AM*

ITEM #	DESCRIPTION	EQUIPMENT LOCATED	SPECIAL INSTRUCTIONS		NOTES/EXPLANATION
			MISS	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"/>	<input checked="" type="checkbox"/>	
2	Schedule and coordinate work with operating personnel.		<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"/>		
4	Open and tag switch.		<input checked="" type="checkbox"/>		
5	Inspect visual condition of wiring. Look for evidence of overheating.		<input checked="" type="checkbox"/>		
6	Check for proper light operation.		<input checked="" type="checkbox"/>		
7	Test operation of automatic switches/ time clock/ photocells if applicable.		<input checked="" type="checkbox"/>		
8	Inspect light pole and mounting devices for deficiencies.		<input checked="" type="checkbox"/>		
9	For any noted deficiency, takes pictures and open corrective maintenance ticket.		<input checked="" type="checkbox"/>		

**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:

*Both are out**D**R*

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
LIGHTING, OUTSIDE

SITE AND BLDG #: WV 038 - a 2

LOCATION/RM #: MEP WO# 10387 ASSET # 7447

MECHANIC  
SIGNATURE:

DATE:

START TIME: 5:00AM

8/15/18

FINISH TIME: 6:15AM

ITEM #	DESCRIPTION	TASK COMPLETED		NOTES/EXCLUSIONS
		MISS	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.		✓	
4	Open and tag switch.			
5	Inspect visual condition of wiring. Look for evidence of overheating.	✓		
6	Check for proper light operation.	✓		
7	Test operation of automatic switches/ time clock/ photocells if applicable.	✓		
8	Inspect light pole and mounting devices for deficiencies.	✓		
9	For any noted deficiency, take 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.

Additional Notes:

3 R DMS

2 Doubles on left side of lot  
1st Pole Right side is out  
2nd Pole Left side is out

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**GATES, FENCES, SECURITY AND ACCESS**

SITE AND BLDG #: *WU 038 - 02*LOCATION/RM #: *155P* WO# *15357* ASSET # *7565*MECHANIC  
SIGNATURE: *Scot P. Murphy*DATE: *8/1/18*START TIME: *12:55*FINISH TIME: *1:05*

ITEM	DESCRIPTION	TASK COMPLETED	NOTES/ACTIONS	
			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	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>		<b>GATES</b>		
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.		<i>✓</i>	
2	Check all locking devices. Lubricate as required.		<i>✓</i>	
3	Inspect center gate support rollers and lubricate as required.		<i>✓</i>	
4	Clean roller track of any debris.		<i>✓</i>	
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.		<i>✓</i>	
6	Check for any obstructions that retard full swing or movement of the gate.		<i>✓</i>	
7	Check that shrubs and trees are pruned clear of gate.		<i>✓</i>	
8	Check hold open devices for proper operation. Lubricate as required.		<i>✓</i>	
<b>FENCES</b>		<b>FENCES</b>		
1	Check posts and corner posts, support guys, and horizontal bars between each support post.		<i>N/A</i>	
2	Check wire and anchor point; re-stretch and re-anchor if necessary.		<i>N/A</i>	
3	Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.		<i>N/A</i>	
4	Treat with galvanized protectant where rust has developed.		<i>N/A</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>N/A</i>	
6	Check that shrubs and trees are pruned clear of fencing.		<i>N/A</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 #: WU 038-02

LOCATION/RM #: MEP WO# 10357 ASSET # 7567

MECHANIC  
SIGNATURE: *Scott M. Miller*

DATE: 8/21/18

START TIME: 1:05

FINISH TIME: 1:10

CLOCK ITEM#	CLOCKED ITEM DESCRIPTION	TASK COMPLETED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	SPECIAL INSTRUCTIONS		NOTES/ACTIONS IF YES, COMPLETE FOR SIGNATURE TO PROVIDE EXPLANATION
			YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	
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.				
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>					
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.				
<b>GATES</b>					
1	Check posts and corner posts, support guys, and horizontal bars between each support post.				
2	Check wire and anchor point; re-stretch and re-anchor if necessary.				
3	Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.				
4	Treat with galvanized protectant where rust has developed.				
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).				
6	Check that shrubs and trees are pruned clear of fencing.				
<b>FENCES</b>					

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:

*Gate still broken*