

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

FACID/Building: WV038

Date of Visit: 6/4/19

Contractor Personnel on Site:

1. Tony Lyons
2. Jim Geertzen
3. Scott Werry

- 4.
- 5.
- 6.

**Work Performed:**

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

1. 9431
2. 9161
3. 9431
- 4.

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: J. Geertzen Date: 6-4-19

Signed: J. Geertzen

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: Denis, Shaw, SSG Date: 20190604

Signed: Denis, Shaw

E-Mail:

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

FacID/Building: WU030 Date of Visit: 6/6/19

Contractor Personnel on Site:

1. Tony Green
2. Scott Werry
3. Jim Geertzen
- 4.
- 5.
- 6.

Work Performed:

Other Recurring Services

1. 9212
- 2.
- 3.
- 4.

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Jim Geertzen Date: 6-4-19

Signed: Jim Geertzen

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: Denis, Shaw, SSG Date: 20190604

Signed: Shaw

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

SITE AND BLDG #: *WV088-02*LOCATION/RM #: *BMS*WO# *7161*ASSET # *3889*MECHANIC  
SIGNATURE: *[Signature]*DATE: *6/4/13*START TIME: *0835*FINISH TIME: *0840*

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED	SPECIAL INSTRUCTIONS		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, 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.				
TO BE PERFORMED AT EACH INSPECTION SERVICE					
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.				<i>Replaced Both Belts</i>
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:

*Lower Roof fan needs new Pulley  
Check w/ Grainger for parts  
RE*

*2 pc*