

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: WV053

Date of Visit: 3/25/19

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. | <u>7730</u> | <u>7783</u> |
| 2. | <u>7768</u> | <u>7949</u> |
| 3. | <u>8023</u> | <u>7732</u> |
| 4. | <u>7734</u> | |

CERTIFICATION OF WORK

BK

To be signed by the Contractor:

Print Name: Jim Geertgens Date: 3-25-19

Signed: Jim Geertgens

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: Don Showalter Date: 25 MAR 19

Signed: DS

E-Mail:

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

FacID/Building: WU 053-01 Date of Visit: 3/25/19

Contractor Personnel on Site:

- | | |
|------------------------|----------|
| 1. <u>Tony Lorus</u> | 4. _____ |
| 2. <u>Jon Geertges</u> | 5. _____ |
| 3. <u>Scott Berry</u> | 6. _____ |

Work Performed:

Other Recurring Services

- | | |
|----------------|----------|
| 1. <u>7548</u> | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |
| 4. _____ | 7. _____ |

CERTIFICATION OF WORK

DC

To be signed by the Contractor:

Print Name: Jon Geertges Date: 3-25-19

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: Don Showalter Date: 25 MAR 19

Signed: 

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CHILLER CONTROL PANEL (ANNUAL)

ACTIVITY AND BLDG #: WU0853-01

LOCATION: *Boiler Room* W5# 8023 Asset # 8280MECHANIC
SIGNATURE: *John*

DATE: 3/31/19

START TIME: 7:45

FINISH TIME: 9:25

ITEM #	ITEM DESCRIPTION	SPECIAL INSTRUCTIONS	JOBSITE COMMENTS		NOTES/AVAILABILITY
			JOBSITE COMMENTS	NOTES/AVAILABILITY	
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	Read and understand the manufacturer's instructions before making any adjustments or calibrations.		/		
4	Schedule work with operating personnel, as needed.		/		
5	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/		
6	Ensure appropriate site personnel are notified that alarms that may result from testing and to disregard them until testing is completed.		/		
7	Replace defective control safeties (as work order) found while performing preventive maintenance.		N/A		
1	Clean and calibrate all controlling instruments (temperature and pressure transducers, etc.) in accordance with manufacturer's instructions and maintenance standard.		/		
2	Check and clean all electrical contacts and pneumatic orifices.		/		
3	Check pneumatic tubing for leaks or damage. Repair or replace as required.		N/A		
4	Check for bad indicator lights and gauges and replace as necessary.		N/A		
5	Test all controllers and set at proper set points.		N/A		
6	Check operating data and analyze for proper operation. Note unusual conditions such as compressor surge on maintenance log.		N/A		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: WU 053 -01

LOCATION/RM #: 65 WO# 8023 ASSET # 7393

MECHANIC
SIGNATURE:

DATE:

3/6/18

START TIME:

6:45AM

FINISH TIME:

7:00AM

ITEM	CHECKPOINT DESCRIPTION	TASK COMPLETION		NOTES/ACTIONS (ENTER COMMENTS, SUGGESTIONS, AND PROBLEMS FOUND)
		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 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.		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.			
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓		
3	Check for proper light operation.	✓		
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓		
5	Inspect light pole and mounting devices for deficiencies.	✓		
6	For any noted deficiency, takes 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.

To be performed by: General Maintenance Worker

Additional Notes:

3 R Triple

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: **WU 053-0**LOCATION/RM #: **Parker** WO# **8423** ASSET # **7396**MECHANIC
SIGNATURE: *Mark M. Meyer*DATE: **3/25/19**START TIME: **6:45AM**FINISH TIME: **7:00AM**

ITEM/WORK ROUTINE	CHIEF/ROUTINE DESCRIPTION	TASK COMPLETION		NOTES/ACCTIONS (INCLUDES COMPLETED, OUTSTANDING, AND DEFICIENCIES)
		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 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.		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.	✓		
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓		
3	Check for proper light operation.	✓		
4	Test operation of automatic switches/time clock/ photocells if applicable.	✓		
5	Inspect light pole and mounting devices for deficiencies.	✓		
6	For any noted deficiency, takes 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.

To be performed by: General Maintenance Worker

Additional Notes:

4 R Double

Both Wires on all 3 lights on parking lot
out

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: WV 083 - 1LOCATION/RM #: Parker 8023 ASSET # 7412MECHANIC
SIGNATURE: DATE: 3/05/13START TIME: 6:45 A.M.FINISH TIME: 7:00 A.M.

CHECKPOINT POINT	CHECKPOINT DESCRIPTION	BASIC COMPLETION		NOTES / ACTIONS (IF NOT COMPLETED OR CHANGED, 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"/>	<input checked="" type="checkbox"/>	
2	Schedule and coordinate work with operating personnel.	<input checked="" type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Inspect visual condition of wiring. Look for evidence of overheating.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Check for proper light operation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Test operation of automatic switches/ time clock/ photocells if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Inspect light pole and mounting devices for deficiencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	<input checked="" type="checkbox"/>	<input 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:

S R Seagle

1 007 Coming up Drive on