

ATTACHMENT J-0200000-05  
FORMS

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

FACID/Building: WU 053

Date of Visit: 5/23/19

Contractor Personnel on Site:

1. Tony Lazarus
2. Tom Bechtel
3. Scott Berry

- 4.
- 5.
- 6.

Work Performed:

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

1.	<u>8513</u>	<u>8681</u>
2.	<u>8650</u>	<u>8789</u>
3.	<u>8788</u>	
4.	<u>8526</u>	

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Tom Bechtel

Date: 5-23-19

Signed: Tom Bechtel

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 Shantz Date: 23 May 19

Signed: CS

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

FacID/Building: WU 053-05 Date of Visit: 5/23/19

Contractor Personnel on Site:

1. Tony Green
2. Jim Geerger
3. Seth Wenz

- 4.
- 5.
- 6.

Work Performed:

Other Recurring Services

1. 6772
- 2.
- 3.
- 4.

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Jim Geerger Date: 5-23-19  
Signed: Jim Geerger

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: Devon Shawn Cea Date: 23 May 19  
Signed: DCS

E-Mail:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**DOMESTIC HOT WATER HEATER - ELECTRIC**

SITE AND BLDG #: **WV 053-07**LOCATION/RM #: **Boiler**  
**100**WO# **8681**ASSET # **6992**MECHANIC  
 SIGNATURE:  
START TIME: **810**DATE: **5/23/13**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 to.	✓		
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.	✓		
1	Attach drain hose. Drain several gallons from tank to remove	✓		
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	✓		
3	Check all connections - electric and water. Tighten as necessary. Ensure power is disconnected to electric heaters	✓		
4	Check operation/ setting of aquastat. Check hot water temperature with dial thermometer, set aquastat at minimum	✓		NA
5	Check amperage draw of upper and lower elements and compare to name plate data.	✓		10.3
6	Clean element contacts, and check for proper closing under load.	✓		NA
7	Clean pump, controls, switches, and starters. Check condition of pump seal or packing, and replace as required.	✓		NA
8	If applicable. Remove and inspect Anode, replace if necessary	✓		NA
9	Clean up work area and remove trash.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

*bk*

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**DOMESTIC HOT WATER HEATER - ELECTRIC**

SITE AND BLDG #: WU053-02

LOCATION/RM #: Stomse WO# 8681

ASSET # 7028

MECHANIC  
 SIGNATURE:  
 START TIME:

DATE:

5/23/13  
8:40

FINISH TIME:

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 to.	/		
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.	/		
1	Attach drain hose. Drain several gallons from tank to remove	/		
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	/		
3	Check all connections - electric and water. Tighten as necessary. Ensure power is disconnected to electric heaters	/		
4	Check operation/ setting of aquastat. Check hot water temperature with dial thermometer, set aquastat at minimum		/	N/A
5	Check amperage draw of upper and lower elements and compare to name plate data.	/		
6	Clean element contacts, and check for proper closing under load.		/	N/A
7	Clean pump, controls, switches, and starters. Check condition of pump seal or packing, and replace as required.		/	N/A
8	If applicable. Remove and inspect Anode, replace if necessary		/	N/A
9	Clean up work area and remove trash.	/		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

HJK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
TIME CLOCK, LIGHTING

SITE AND BLDG #: WU053 - 02

LOCATION/RM #: *Boiler room* WO# 8681

ASSET # 7338

MECHANIC  
SIGNATURE: *John*

DATE: 5/23/18

START TIME: 820

FINISH TIME: 825

CHECKPOINT	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 to. Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	/		
2	Clean timeclock using a soft lint-free cloth and spray bottle of glass cleaner. Remove any dirt or grease build up.	/		
3	Check physical connections.	/		
4	Verify the timeclock configuration, ensure proper operation.	/		
	If applicable, check battery and replace as needed.		/	NP

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For 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:

*WV*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
TIME CLOCK, LIGHTING

SITE AND BLDG #: **WU 053-07**LOCATION/RM #: **Balcony**WO# **8681**ASSET # **733C**MECHANIC  
SIGNATURE: DATE: **5/23/18**START TIME: **9:10**FINISH TIME: **8:20**

CHECKPOINT #	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 to. Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	/	/	
1	Clean timeclock using a soft lint-free cloth and spray bottle of glass cleaner. Remove any dirt or grease build up.	/		
2	Check physical connections.	/		
3	Verify the timeclock configuration, ensure proper operation.	/		
4	If applicable, check battery and replace as needed.	/		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For 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: *N/A*

