

CERTIFICATION OF WORK

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

FACID/Building: WV053

Date of Visit: 6-24-19

Contractor Personnel on Site:

1. Jim Geertgens

2. Scott Vicky

3. _____

4. _____

5. _____

6. _____

Work Performed:

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

1. 9084

9368

9319

2. 9201

~~9071~~

9393

3. 9293

9083

9294

4. 9310

9295

9422

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens

Date: 6-24-19

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: Adrian P Popik

Date: 2019 0624

Signed: _____

E-Mail: _____

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

FACID/Building: WV 053 Date of Visit: 6-24-19

Contractor Personnel on Site:

1. Jim Geggans
2. Scott Werry
3. _____
4. _____
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 9201
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geggans Date: 6-24-19

Signed: [Signature]

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: Andrew P. Poirie Date: 2019.06.24

Signed: [Signature]

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

STATE AND BLDG #: WV 053-02

LOCATION/RM #: Bathroom WO# 9393 ASSET # 1476

MECHANIC SIGNATURE: [Signature]

DATE: 6/24/19

START TIME: 8:15

FINISH TIME: 8:45

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	For gas/oil heaters:			
1	1. Remove access panels if applicable.		N/A	
2	2. Check the fire box liner or refractory for cracks and leaks.		N/A	
3	3. Check all gas lines for leaks. Repair as needed.		N/A	
4	Clean dirt from heater, vacuuming is preferred.	✓		
5	Check operation of gas valve.		N/A	
6	Check for gas leaks.		N/A	
7	Check operation of thermostat.		N/A	
8	If applicable, replace primary air intake filter.		N/A	
9	As needed, clean spark electrode and reset gap, replace if necessary.		N/A	
10	Inspect flue pipe and connections.	✓		
11	If applicable, inspect and clean outside air blower and blower intake.	✓		
12	Inspect unit for proper operation.	✓		
13	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

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

2 piece

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #:

WU053 - 02

LOCATION/RM #:

Boiler Room

WO# 9393

ASSET # 4533

MECHANIC

SIGNATURE:

DATE:

6/24/19

START TIME:

8:45

FINISH TIME:

9:15

ITEM	DESCRIPTION	COMPLETION		REMARKS
		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.	✓		
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	Check valve for full stroke operation in both directions, if applicable.		N/A	
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓		
3	Clean the coil with vacuum cleaner.	✓		
4	Comb the fins as needed.	✓		
5	Clean all fans and motors.	✓		
6	Check operation of controls and safeties.	✓		
7	Lubricate as required.	✓	N/A	
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		

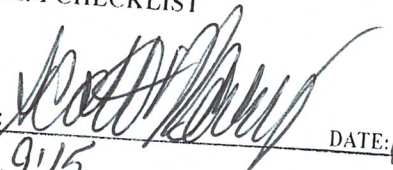
Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

2 piece

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #: WU053-02LOCATION/RM #: 214 WO# 9393 ASSET # 4535MECHANIC
SIGNATURE: DATE: 6/24/19START TIME: 9:15FINISH TIME: 9:45

CHECK NUMBER	CHECK/INSTRUCTION	TICKS/COMPLETION		NOTES/ACTIONS (If defect is noted, describe the defect and corrective action.)
		YES	NO	
SPECIAL INSTRUCTIONS				
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.		✓	
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	Check valve for full stroke operation in both directions, if applicable.		N/A	
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓		
3	Clean the coil with vacuum cleaner.	✓		
4	Comb the fins as needed.	✓		
5	Clean all fans and motors.	✓		
6	Check operation of controls and safeties.	✓		
7	Lubricate as required.		N/A	
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		

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:

2 piece

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #: WU053-02
LOCATION/RM #: 204 WO# 9393 ASSET # 4537

MECHANIC SIGNATURE: [Signature] DATE: 6/24/19
START TIME: 9:45 FINISH TIME: 10:15

CHECKS		SPECIAL INSTRUCTIONS		NOTES/ACTIONS	
NO.	DESCRIPTION	YES	NO	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.	✓			
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	Check valve for full stroke operation in both directions, if applicable.				
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓		N/A	
3	Clean the coil with vacuum cleaner.	✓			
4	Comb the fins as needed.	✓			
5	Clean all fans and motors.	✓			
6	Check operation of controls and safeties.	✓			
7	Lubricate as required.	✓		N/A	
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓			

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:

2 piece

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #: W0053-02MECHANIC
SIGNATURE: [Signature]DATE: 6/24/19LOCATION/RM #: 218 WO# 9393 ASSET # 4541START TIME: 10:15FINISH TIME: 10:45

ITEM NO.	DESCRIPTION	TICK MARK FOR THE		NOTES/ACTIONS (If tick marks are entered, a description of action is required)
		YES	NO	
SPECIAL INSTRUCTIONS				
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.	✓	✓	
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.	✓	✓	
TROUBLE PERFORMED AT EACH INSPECTION SERVICE				
1	Check valve for full stroke operation in both directions, if applicable.		N/A	
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓		
3	Clean the coil with vacuum cleaner.	✓		
4	Comb the fins as needed.	✓		
5	Clean all fans and motors.	✓		
6	Check operation of controls and safeties.	✓		
7	Lubricate as required.	✓	N/A	
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		

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:

2 piece

[Signature]

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #: 40053-02

LOCATION/RM # Garage WO# 9393 ASSET # 4581

MECHANIC
SIGNATURE: *[Signature]*

DATE: 6/24/19

START TIME: 10:45

FINISH TIME: 11:15

CHECK NUMBER	CHECK/DESCRIPTION	TESTS/COMPLETION		NOTES/ACTIONS (If test color codes checked, go to the end of the form)
		YES	NO	
SPECIAL INSTRUCTIONS				
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.	✓		
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	Check valve for full stroke operation in both directions, if applicable.			
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓	N/A	
3	Clean the coil with vacuum cleaner.	✓		
4	Comb the fins as needed.	✓		
5	Clean all fans and motors.	✓		
6	Check operation of controls and safeties.	✓		
7	Lubricate as required.	✓	N/A	
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		

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 piece

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #:

WU053-02

MECHANIC
SIGNATURE:

[Signature]

DATE: 6/24/19

LOCATION/RM #: GARAGE

WO# 9393

ASSET # 4583

START TIME: 11:15

FINISH TIME: 11:30

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS <small>IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION</small>
		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	For gas/oil heaters:		✓	
	1. Remove access panels if applicable.		✓	
	2. Check the fire box liner or refractory for cracks and leaks.		✓	
	3. Check all gas lines for leaks. Repair as needed.		✓	
	Clean dirt from heater, vacuuming is preferred.		✓	
	Check operation of gas valve.		✓	
	Check for gas leaks.		✓	
	Check operation of thermostat.		✓	
	If applicable, replace primary air intake filter.		✓	
	As needed, clean spark electrode and reset gap, replace if necessary.		✓	
	Inspect flue pipe and connections.		✓	
	If applicable, inspect and clean outside air blower and blower intake.		✓	
10	Inspect unit for proper operation.		✓	
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.		✓	

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

4 piece