

CERTIFICATION OF WORK

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

FACID/Building: PA042

Date of Visit: 12/11/18

Contractor Personnel on Site:

1. T. Lozano

2. J. Geertz

3. S. Wern

4. K. Siqueira

5. \_\_\_\_\_

6. \_\_\_\_\_

Work Performed:

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

1. 6549

2. 6684

3. 6606

4. 6721

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertz

Date: 12-11-18

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: JAMES T JOSEPH

Date: 11 DEC 2018

Signed: \_\_\_\_\_

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

james.t.joseph3.mil@ma.1.mil

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

FACID/Building: P-072-01 Date of Visit: 12/11/18

Contractor Personnel on Site:

- |                         |                       |
|-------------------------|-----------------------|
| 1. <u>Tony Gomez</u>    | 4. <u>Frank Spera</u> |
| 2. <u>Jim Geertgens</u> | 5. _____              |
| 3. <u>Scott Werry</u>   | 6. _____              |

Work Performed:

Other Recurring Services

- |                |       |
|----------------|-------|
| 1. <u>6489</u> | _____ |
| 2. _____       | _____ |
| 3. _____       | _____ |
| 4. _____       | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens Date: 12-11-18  
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: JAMES JOSEPH SGT Date: 11 DEC 2018

Signed: [Signature]

E-Mail: james.t.joseph.s.mr1@cmi.hon.af.mil

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, ELECTRIC

SITE AND BLDG #: Pa 042-G1

MECHANIC  
SIGNATURE: *[Signature]*

DATE: 12/11/12

LOCATION/RM #: Barker Room WO# 6684 ASSET # 4155

START TIME: 190

FINISH TIME: 150

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	Check heater coils and associated piping for leaks or corrosion.	/		
2	Clean heating coil. Brush vacuum where accessible.	/		
3	Inspect wiring and electrical controls for loose connections, charred, frayed or broken insulation, evidence of short circuiting, wrong size fuses, circuit breakers, or switches, and other electrical deficiencies. Tighten any loose connections.	/		
4	Inspect fan for bent blades, unbalance, excessive noise and vibration.	/		
5	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.	/		
6	Verify proper control by modulating the thermostat through complete cycle.	/		
7	Inspect unit for proper operation.	/		
8	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 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: HVAC Technician



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #:

PA 042-01

MECHANIC

SIGNATURE:

DATE:

12/11/18

LOCATION/RM #

120

WO#

6684

ASSET #

4346

START TIME:

120

FINISH TIME:

130

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED		NOTES/ACTIONS (IF TASK COMPLETED CHECKED, NO NEED FOR EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.		/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
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.	/		
3	Clean the coil with vacuum cleaner.	/		
4	Comb the fins as needed.	/		
5	Clean all fans and motors.		NA	
6	Check operation of controls and safeties.	/		
7	Lubricate as required.	/		
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:

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #:

PA 042-0,

LOCATION/RM #:

118

WO#

6684

ASSET #

4347

MECHANIC

SIGNATURE:



DATE:

12/11/18

START TIME:

140

FINISH TIME:

160

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.		/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE:</b>				
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.	/		
3	Clean the coil with vacuum cleaner.	/		
4	Comb the fins as needed.	/		
5	Clean all fans and motors.	/	NA	
6	Check operation of controls and safeties.	/		
7	Lubricate as required.	/		
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:



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #:

P1 042-01

MECHANIC

SIGNATURE:

DATE:

12/11/18

LOCATION/RM #:

116

WO# 6684

ASSET # 4529

START TIME:

1:50

FINISH TIME:

2:00

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.	/	/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE:</b>				
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.	/		
3	Clean the coil with vacuum cleaner.	/		
4	Comb the fins as needed.	/		
5	Clean all fans and motors.		NA	
6	Check operation of controls and safeties.	/		locked up
7	Lubricate as required.	/		
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:

one fan locks up

2 PC

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #:

PA 842-01

MECHANIC

SIGNATURE:



DATE:

12/1/18

LOCATION/RM #:

CORR

WO# 6684

ASSET #

4534

START TIME:

2:00

FINISH TIME:

2:10

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED, NO NEED FOR EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.		/	
<b>TO BE PERFORMED AT EACH INSPECTION/SERVICE</b>				
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.	/		
3	Clean the coil with vacuum cleaner.	/		
4	Comb the fins as needed.	/		
5	Clean all fans and motors.	/	N/A	
6	Check operation of controls and safeties.	/		
7	Lubricate as required.	/		
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 PC

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

SITE AND BLDG #:

PR 042-01

MECHANIC  
SIGNATURE:

*[Signature]*

DATE:

12/4/18

LOCATION/RM #:

DRUC  
1600

WO# 6689

ASSET #

4582

START TIME:

2:00

FINISH TIME:

2:00

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.	✓		
2	Clean dirt from heater, vaccuming is preferred.	✓		
3	Check operation of gas valve.	✓		
4	Check for gas leaks.	✓		
5	Check operation of thermostat.	✓		
6	If applicable, replace primary air intake filter.			
7	As needed, clean spark electrode and reset gap, replace if necessary.			N/A
8	Inspect flue pipe and connections.	✓		N/A
9	If applicable, inspect and clean outside air blower and blower intake.			N/A
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 - PC