

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

FacID/Building: Pr 194 -01 Date of Visit: 12/12/18

Contractor Personnel on Site:

1. <u>Tony Lazar</u>	4. <u>Frank Sapienza</u>
2. <u>Jim Geertgens</u>	5. _____
3. <u>Scott Werry</u>	6. _____

Work Performed:

Other Recurring Services

1. <u>6457</u>
2. _____
3. _____
4. _____

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Jim Geertgens Date: 12-12-18  
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: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
EMERGENCY GENERATORS

SITE AND BLDG #: Pa 051 - 194

LOCATION/RM #: ELECTRIC WO# 6457 ASSET # 6758 Room

MECHANIC  
SIGNATURE:

START TIME:

DATE: 12/12/18

800

FINISH TIME: 8:30

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES      NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
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	Review and follow manufacturer's instructions. One copy of the instruction manual(s) shall be kept in a secure, convenient location near the equipment and another kept in a different location.	/		
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.	/		
4	A written record of all inspections, service, tests, operation, and repairs to the emergency generator shall be maintained in an equipment log book and kept on the premises. This record shall include the date of maintenance, identity of service personnel, and notation of any unsatisfactory condition and the corrective action taken, including parts	/		
5	Have a properly serviced fire extinguisher in proper working order on hand.	/		
6	Follow NFPA 110 and 111 for operation and maintenance requirements.	/		
7	Fuel, check main and day tank fuel supply levels; day tank float switch; piping, hoses and connectors; operating fuel pressure; and for any obstructions to tank vents and overflow piping	N/A		

- 2 Oil (check for proper oil level and oil operating pressure; lube oil heater)
  - Engine oil level should be checked with the unit stopped
  - Check unit for recommended proper oil pressure
- 3 Cooling system (check coolant level, water pump(s), jacket water heater, belts, hoses, fan)
- 4 Exhaust system, check for leaks while unit is running.
- 5 Battery system [look for possible corrosion; check specific gravity, electrolyte level (a level between 1250 and 1275 is acceptable) and battery charger. Use distilled water to maintain battery water level.]
- 6 Electrical (conduct a general inspection of wiring and connections; check circuit breakers/fuses, look for
- 7 Generator (Check for debris, foreign objects, loose or broken fittings; check guards and components; look for any unusual condition of vibration, leakage, noise, temperature or deterioration)

N/A

N/A

N/A

N/A

N/A

/

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:

ATS Heat

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EMERGENCY GENERATORS**

SITE AND BLDG #: *P-051 - 194*MECHANIC  
SIGNATURE: *Amerson*DATE: *12/12/18*LOCATION/RM #: *Electrical Room* WO# *6457*ASSET # *6757*START TIME: *800*FINISH TIME: *830*

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES      NO	NOTES/ ACTIONS
			(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)

- 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 Review and follow manufacturer's instructions. One copy of the instruction manual(s) shall be kept in a secure, convenient location near the equipment and another kept in a different location. */*
- 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. */*
- 4 A written record of all inspections, service, tests, operation, and repairs to the emergency generator shall be maintained in an equipment log book and kept on the premises. This record shall include the date of maintenance, identity of service personnel, and notation of any unsatisfactory condition and the corrective action taken, including parts */*
- 5 Have a properly serviced fire extinguisher in proper working order on hand. */*
- 6 Follow NFPA 110 and 111 for operation and maintenance requirements. */*
- 1 Fuel, check main and day tank fuel supply levels; day tank float switch; piping, hoses and connectors; operating fuel pressure; and for any obstructions to tank vents and overflow piping *NA*

- 2 Oil (check for proper oil level and oil operating pressure; lube oil heater)
  - Engine oil level should be checked with the unit stopped
  - Check unit for recommended proper oil pressure
- 3 Cooling system (check coolant level, water pump(s), jacket water heater, belts, hoses, fan)
- 4 Exhaust system, check for leaks while unit is running.
- 5 Battery system [look for possible corrosion; check specific gravity, electrolyte level (a level between 1250 and 1275 is acceptable) and battery charger. Use distilled water to maintain battery water level.]
- 6 Electrical (conduct a general inspection of wiring and connections; check circuit breakers/fuses, look for */*
- 7 Generator (Check for debris, foreign objects, loose or broken fittings; check guards and components; look for any unusual condition of vibration, leakage, noise, temperature or deterioration) *NA*

*NA*  
*NA*  
*NA*  
*NA*
*NA*

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:

*ATS - LS*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
EMERGENCY GENERATORS

SITE AND BLDG #: *Pl 051 - 184*MECHANIC  
SIGNATURE: *Janet P*DATE: *12/12/18*

LOCATION/RM #:

WO# *6487*ASSET # *6761*START TIME: *800*FINISH TIME: *830*

CHECKPOINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES      NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	

- 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 Review and follow manufacturer's instructions. One copy of the instruction manual(s) shall be kept in a secure, convenient location near the equipment and another kept in a different location.
- 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.
- 4 A written record of all inspections, service, tests, operation, and repairs to the emergency generator shall be maintained in an equipment log book and kept on the premises. This record shall include the date of maintenance, identity of service personnel, and notation of any unsatisfactory condition and the corrective action taken, including parts
- 5 Have a properly serviced fire extinguisher in proper working order on hand. */*
- 6 Follow NFPA 110 and 111 for operation and maintenance requirements. */*
- 7 Fuel, check main and day tank fuel supply levels; day tank float switch; piping, hoses and connectors; operating fuel pressure; and for any obstructions to tank vents and overflow piping */*

- 2 Oil (check for proper oil level and oil operating pressure; lube oil heater)
  - Engine oil level should be checked with the unit stopped
  - Check unit for recommended proper oil pressure*/*
- 3 Cooling system (check coolant level, water pump(s), jacket water heater, belts, hoses, fan) */*
- 4 Exhaust system, check for leaks while unit is running. */*
- 5 Battery system [look for possible corrosion; check specific gravity, electrolyte level (a level between 1250 and 1275 is acceptable) and battery charger. Use distilled water to maintain battery water level.] */*
- 6 Electrical (conduct a general inspection of wiring and connections; check circuit breakers/fuses, look for */*
- 7 Generator (Check for debris, foreign objects, loose or broken fittings; check guards and components; look for any unusual condition of vibration, leakage, noise, temperature or deterioration) */*

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:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
LIGHTING, OUTSIDE

SITE AND BLDG #: PA 051-19401LOCATION/RM #: PKG LOT WO# 6457 ASSET # 7414MECHANIC  
SIGNATURE: John AdairDATE: 12-12-18START TIME: 6:10AMFINISH TIME: 6:20 AM

CIRCUIS POINT	CIRCUIS POINT DESCRIPTION	TASK COMPLETION		NOTES/ACTIONS (ENTER COMMENTS CONCERNING EACH CHECKED ITEM)
		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:

40 PC FLOOD LITE, POLE MOUNT ALUM LED  
PHOTOCELL CONTACTS