

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

CERTIFICATION OF WORK

FACID/Building: Pa Orr

Contractor Personnel on Site:

1. Tony Graws
2. Jim Geertgens
3. Scott Werry
4. Kandise Siprize
- 5.
- 6.

Date of Visit: 12/28/18

Work Performed:

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

1. 6538
2. 6582
3. 6705
4. 6610

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens
Signed: Jim Geertgens

Date: 12-28-18

To be signed by Facility Manager:

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:

Name/Rank: Timothy S Peters
SA

Date: 28 Dec 18

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

FacID/Building: Pr 055 Date of Visit: 12/28/18

Contractor Personnel on Site:

1. <u>Tony Lazarus</u>	4. <u>Frank Spreng</u>
2. <u>Tim Geertsen</u>	5. _____
3. <u>Scott Berry</u>	6. _____

Work Performed:

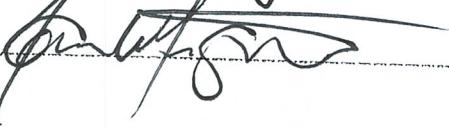
Other Recurring Services

1. <u>6471</u>
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Tim Geertsen Date: 12-28-18

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: Timothy S Peters Date: 28 Dec 18

Signed: 

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, ELECTRIC

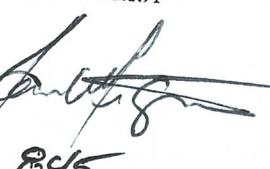
SITE AND BLDG #: PA 055-01

LOCATION/RM #: Kitchen WO# 6705

ASSET # 4207

MECHANIC
SIGNATURE:

START TIME:



845

DATE: 12/28/18

FINISH TIME: 900

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.	/	/	
3	Check heater coils and associated piping for leaks or corrosion.	/	/	
4	Clean heating coil. Brush vacuum where accessible.	/	/	
5	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.	/	/	
6	Inspect fan for bent blades, unbalance, excessive noise and vibration.	/	/	
7	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.	/	/	
8	Verify proper control by modulating the thermostat through complete cycle.	/	/	
9	Inspect unit for proper operation.	/	/	
10	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, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA OSS - 01

MECHANIC
SIGNATURE:

DATE: 12/28/18

LOCATION/RM #: Kitchen WO# 6701 ASSET # 4230

START TIME:

900

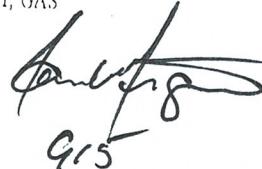
FINISH TIME: 905

CHECKPOINT 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 gsa/oil heaters			
1	1. Remove access panels if applicable	/		
2	2. Check the fire box liner or refractory for cracks and leaks.	/		
3	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	/		
8	Inspect flue pipe and connections.	/		
9	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

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

SITE AND BLDG #: Pn 055-01

MECHANIC
SIGNATURE:

DATE: 12/28/15

LOCATION/RM #: Pn1
1001 WO# 6705 ASSET # 4243

START TIME: 915

FINISH TIME: 930

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	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	/	
3	For gsa/oil heaters:		
4	1. Remove access panels if applicable.	/	
5	2. Check the fire box liner or refractory for cracks and leaks.	/	
6	3. Check all gas lines for leaks. Repair as needed.	/	
7	2. Clean dirt from heater, vacuuming is preferred.	/	
8	3. Check operation of gas valve.	/	
9	4. Check for gas leaks.	/	
10	5. Check operation of thermostat.	/	
11	6. If applicable, replace primary air intake filter.	/	NP
	7. As needed, clean spark electrode and reset gap, replace if necessary	/	
	8. Inspect flue pipe and connections.	/	
	9. If applicable, inspect and clean outside air blower and blower intake.	/	NP
	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

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

SITE AND BLDG #: PR 055-01

MECHANIC
SIGNATURE: 

DATE: 12/28/18

LOCATION/RM #: DRYER 1100

WO#

ASSET # 4244

START TIME: 930

FINISH TIME: 645

DATE	CHECKPOINT DESCRIPTION	TASK COMPLETE (YES OR NO)	NOTES/ACTIONS
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- 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. /
- 3 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.
- 4 Clean dirt from heater, vacuuming is preferred. /
- 5 Check operation of gas valve. /
- 6 Check for gas leaks. /
- 7 Check operation of thermostat. /
- 8 If applicable, replace primary air intake filter. /
- 9 As needed, clean spark electrode and reset gap, replace if necessary. /
- 10 Inspect flue pipe and connections. /
- 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

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, ELECTRIC

SITE AND BLDG #: P1 055-01

MECHANIC
SIGNATURE:

DATE:

12/26/16

LOCATION/RM #: Foyer WO# 6708 ASSET # 4296

START TIME:

845

FINISH TIME:

900

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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- 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.
- 3 Check heater coils and associated piping for leaks or corrosion.
- 4 Clean heating coil. Brush vacuum where accessible.
- 5 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.
- 6 Inspect fan for bent blades, unbalance, excessive noise and vibration.
- 7 Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.
- 8 Verify proper control by modulating the thermostat through complete cycle.
- 9 Inspect unit for proper operation.
- 10 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

Door Gas on Suspender

Unit is Hung on Wall

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

SITE AND BLDG #: PA 055 - Q1

MECHANIC
SIGNATURE:

DATE: 12/28/18

LOCATION/RM #: Kitchen WO# 6761 ASSET # 4299

START TIME:

930

FINISH TIME: 945

CHECKPOINT	DESCRIPTION	TASK COMPLETED YES / NO	NOTES/ACTIONS (IF YES COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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- 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. /
- 3 For gsa/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
- 4 Clean dirt from heater, vacuuming is preferred. /
- 5 Check operation of gas valve. /
- 6 Check for gas leaks. /
- 7 Check operation of thermostat. /
- 8 If applicable, replace primary air intake filter. /
- 9 As needed, clean spark electrode and reset gap, replace if necessary /
- 10 Inspect flue pipe and connections. /
- 11 Inspect unit for proper operation /
- 12 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

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

SITE AND BLDG #: P-055-01

MECHANIC
SIGNATURE: 

DATE: 12/26/18

LOCATION/RM #: Boiler Room WO# 6705 ASSET # 4303

START TIME: 945

FINISH TIME: 1000

CHECKPOINT	DESCRIPTION	TASK COMPLETED (CHECK IF NO)	NOTES/ACTIONS (IF ANY CHECKLIST IS CHECKED NO PROVIDE EXPLANATION)
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- 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. /
- 3 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
- 4 Clean dirt from heater, vacuuming is preferred. /
- 5 Check operation of gas valve. /
- 6 Check for gas leaks. /
- 7 Check operation of thermostat. /
- 8 If applicable, replace primary air intake filter. /
- 9 As needed, clean spark electrode and reset gap, replace if necessary /
- 10 Inspect flue pipe and connections. /
- 11 Inspect unit for proper operation. /
- 12 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

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

SITE AND BLDG #:

PA 055-01

MECHANIC
SIGNATURE: 

DATE: 12/26/18

LOCATION/RM #: **Bailea** WO# 6705 ASSET # 4328

START TIME:

915

FINISH TIME: 930

CHECKPOINT NAME	CHECKPOINT DESCRIPTION	TASK COMPLETE YES / NO	NOTES/ACTIONS (IF TASK COMPLETE IS NO, ADD NO/PD/DE EXPLANATION)
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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. /
3. 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.
4. Clean dirt from heater, vacuuming is preferred. /
5. Check operation of gas valve. /
6. Check for gas leaks. /
7. Check operation of thermostat. /
8. If applicable, replace primary air intake filter. /
9. As needed, clean spark electrode and reset gap, replace if necessary. /
10. Inspect flue pipe and connections. /
11. Inspect unit for proper operation. /
12. 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

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

SITE AND BLDG #: PR 055-01

LOCATION/RM #: CASES WO# 6705 ASSET # 4566

MECHANIC
SIGNATURE: 

DATE: 12/28/18

START TIME: 930

FINISH TIME: 945

ITEM #	CHECKPOINT DESCRIPTION	WAS COMPLETED YES / NO	NOTES/ACTIONS (IF NOT COMPLETED, EXPLAIN)
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- 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. /
- 3 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
- 4 Clean dirt from heater, vacuuming is preferred. /
- 5 Check operation of gas valve. /
- 6 Check for gas leaks. /
- 7 Check operation of thermostat. /
- 8 If applicable, replace primary air intake filter. /
- 9 As needed, clean spark electrode and reset gap, replace if necessary /
- 10 Inspect flue pipe and connections. /
- 11 Inspect unit for proper operation. /
- 12 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

3 PC