

(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:

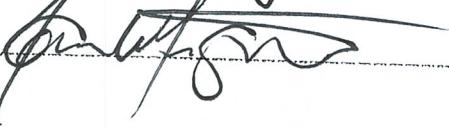
Other Recurring Services

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, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA 055 - 02

MECHANIC
SIGNATURE: *John M. Hart*

DATE: 12/26/18

LOCATION/RM #: OUTSIDE WO# 6656 ASSET # 4076

START TIME: 9:00 AM

FINISH TIME: 9:30 AM

ITEM	CHECKPOINT DESCRIPTION	TASK COMPLETED YES / NO	NOTES / ACTIONS (IF TASK COMPLETE IS CHECKED, NO 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
 - 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.



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

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, ELECTRIC

SITE AND BLDG #:

Pa 058 -02

LOCATION/RM #:

102

WO# 6656

ASSET # 4139

MECHANIC
SIGNATURE:
Frank A. Aut

DATE: 12/26/18

START TIME: 9:30AM

FINISH TIME: 10:00AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES NO	NOTES/ ACTIONS (OF 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 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, ELECTRIC

SITE AND BLDG #: P-055-02

LOCATION/RM #: ResRm WO# 6656 ASSET # 4198

MECHANIC
SIGNATURE: *John D. Aut*

DATE: 12/28/18

START TIME: 10:00AM

FINISH TIME: 10:30AM

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, ELECTRIC

SITE AND BLDG #: PA 055 - 02

LOCATION/RM #: 104

WO# 6656 ASSET # 4223

MECHANIC
SIGNATURE: *John D. Huber*

DATE: 12/28/18

START TIME: 10:30AM

FINISH TIME: 11:00 AM

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, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA CSR - 62

LOCATION/RM #: MCRH WO# 6656 ASSET # 4229

MECHANIC

SIGNATURE:

START TIME:



DATE:

12/28/18

FINISH TIME:

1120

CHECK POINT	CHECKPOINT DESCRIPTION	NOTES
-------------	------------------------	-------

- 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 coil 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 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

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

SITE AND BLDG #: P-055-02

MECHANIC
SIGNATURE: 

DATE: 12/28/18

LOCATION/RM #:

WO# 6650

ASSET # 4275

START TIME:

FINISH TIME:

ITEM	CHECKED	NOT CHECKED	NOT 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.		

- 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, vacuuming 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 fire 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

Does Not Exist

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

SITE AND BLDG #: PA 055 - 02

LOCATION/RM #: 103 WO# 6656 ASSET # 4285

MECHANIC
SIGNATURE: *Frank Dabul*

DATE: 12/25/18

START TIME: 11:00AM

FINISH TIME: 11:30AM

CHECKPOINT DESCRIPTION		NOTES
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 unit 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, vacuuming 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.

✓
✓

✓
✓
✓
✓
✓
✓
✓
✓
✓
✓
✓
✓
✓
✓

N/A UNIT WON'T START, BAD FAN MOTOR, DISABLED T-STAT

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 #: PH 055-02

LOCATION/RM #: 0MS WO# 6616 ASSET # 4511

MECHANIC
SIGNATURE: 

DATE: 12/28/15

START TIME: 1115

FINISH TIME: 1135

ITEM	CHECKPOINT DESCRIPTION	NOTES
------	------------------------	-------

- 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 Inspect gas lines.
- 4 Remove access panels if applicable.
- 5 Check the fire box liner or refractory for cracks and leaks.
- 6 Check all gas lines for leaks. Repair as needed.
- 7 Clean dirt from heater, vacuuming is preferred.
- 8 Check operation of gas valve.
- 9 Check for gas leaks.
- 10 Check operation of thermostat.
- 11 If applicable, replace primary air intake filter.
- 12 As needed, clean spark electrode and reset gap, replace if necessary.
- 13 Inspect flue pipe and connections.
- 14 If applicable, inspect and clean outside air blower and blower intake.
- 15 Inspect unit for proper operation.
- 16 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

(Checklist items 1-11 are marked with a diagonal line. Item 12 is marked with a vertical line. Item 13 is marked with a vertical line. Item 14 is marked with a vertical line. Item 15 is marked with a vertical line. Item 16 is marked with a vertical line. A handwritten note 'Replace' is written next to item 11.)