

FORMS

## CERTIFICATION OF WORK

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

FACID/Building: MD 806Date of Visit: 2/4/19

## Contractor Personnel on Site:

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

**Work Performed:****Preventive Maintenance** - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

- |                |       |
|----------------|-------|
| 1. <u>7380</u> | _____ |
| 2. _____       | _____ |
| 3. _____       | _____ |
| 4. _____       | _____ |

---

CERTIFICATION OF WORK

---

To be signed by the Contractor:

Print Name: Jim GeertgensDate: 2-4-19

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: Jesse Schulte, ARADate: 2/4/19

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

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

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

FACID/Building: M0006

Date of Visit: 2/4/19

Contractor Personnel on Site:

1. Tony Lorenz  
2. Jim Geertgen  
3. Scott Werry

4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_

Work Performed:

Other Recurring Services

1. 7322  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgen

Date: 2-4-19

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: Jesse Schultz, ARA

Date: 2/4/19

Signed: [Signature]

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

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

SITE AND BLDG #: MD 006 -01

MECHANIC  
SIGNATURE: 

DATE: 2/4/19

LOCATION/RM #: Parking WO# 7322 ASSET # 7416

START TIME: 700

FINISH TIME: 715

ITEM NO.	DESCRIPTION	STATUS (COMPLETION)		NOTES/ACTIONS
		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 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.		/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
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

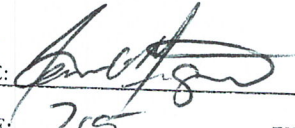
Additional Notes:

3 R



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

SITE AND BLDG #: MD 000 01

MECHANIC  
SIGNATURE: 

DATE: 2/4/19

LOCATION/RM #: ME 1 WO# 7322 ASSET # 7457

START TIME: 7:15

FINISH TIME: 7:30

CHECK POINT	CHECK/DESCRIPTION	TASK COMPLETED		NOTES/ACTIONS (IF INCOMPLETE, CHECKED, OR PROVIDE ACTION)
		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 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.		-	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
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:

4      1e

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: MD006-1

LOCATION/RM #: MEP WO# 7320

ASSET # 7575

MECHANIC  
SIGNATURE: 

START TIME: 800

DATE: 2/4/19

FINISH TIME: 815

EQUIPMENT IDENTIFICATION		TASK COMPLETION		NOTES/REMARKS	
ITEM	DESCRIPTION	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.				
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.				
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>					
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.				
2	Check all locking devices. Lubricate as required.				
3	Inspect center gate support rollers and lubricate as required.				
4	Clean roller track of any debris.				
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.				
6	Check for any obstructions that retard full swing or movement of the gate.				
7	Check that shrubs and trees are pruned clear of gate.				
8	Check hold open devices for proper operation. Lubricate as required.				
1	Check posts and corner posts, support guys, and horizontal bars between each support post.				
2	Check wire and anchor point, re-stretch and re-anchor if necessary.				
3	Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.				
4	Treat with galvanized protectant where rust has developed.				
5	If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE).				
6	Check that shrubs and trees are pruned clear of fencing.				

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: