

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: P0067

Date of Visit: 2/21/19

Contractor Personnel on Site:

1. Tony Grguras
2. Jim Geertgens
3. _____

4. _____
5. _____
6. _____

Work Performed:

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

1. 7376
2. 7417
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens

Date: 2-21-19

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: SGO Jordan

Date: 21 FEB 19

Signed: SGO Jordan

E-Mail:

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

FacID/Building: PC 067 Date of Visit: 2/21/19

Contractor Personnel on Site:

1. Tony Correa
2. Jim Gergans
3. _____
4. _____
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 7307
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Gergans Date: 2-21-19
Signed: Jim Gergans

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: SSG J. Gergans Date: 21 FEB 19
Signed: J. Gergans
E-Mail: _____

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

FACID/Building: Pr 062 - 02

Date of Visit: 2/21/19

Contractor Personnel on Site:

1. Troy Goertgens
2. Jim Goertgens
3. _____

4. _____
5. _____
6. _____

Work Performed:

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

1. Changed Filter on MVR-2 passed 3422
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Troy Goertgens

Date: 2-21-19

Signed: Troy Goertgens

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: XSGD Arch

Date: 24 FEB 19

Signed: [Signature]

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
ICE MAKER

SITE AND BLDG #: *PF 087-01*LOCATION/RM #: *Driv*
Ice WO# *7376*ASSET # *6824*MECHANIC
SIGNATURE: *John M. G.*DATE: *2/21/13*START TIME: *800*FINISH TIME: *830*

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	Review manufacturer's instructions.			
2	De-energize, lock out, and tag electrical circuits.			
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.			
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.			
5	Only approved cleaning chemicals shall be used.			
1	Check with operating or area personnel for any deficiencies; verify cleaning program.			
2	Visually check for refrigerant, oil and water leaks.			
3	Inspect ice condition/size.			
4	As needed, drain and clean unit with proper ice machine cleaning solution.			
5	Check date on water filter, Replace as needed. Water filters should be changed annually at a minimum.			
6	Check and tighten any loose screw-type electrical connections.			
7	Check all controls; adjust if necessary.			
8	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.			
9	Check and clear ice machine draining system (drain vent,			
10	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.			
11	Clean motor, compressor, and condenser coil.			

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DOMESTIC HOT WATER HEATER - GAS

SITE AND BLDG #: Po 067-01

LOCATION/RM #: Boiler Room

WO# 7376

ASSET # 6937

MECHANIC
SIGNATURE: 

DATE: 2/21/19

START TIME: 830

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
- 3 Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.
- 4 Do not allow any open flames around equipment.
- 5 Attach drain hose. Drain several gallons from tank to remove
- 6 Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.
- 7 Check all connections - electric, gas and water. Tighten as necessary.
- 8 Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at
- 9 Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.
- 10 Clean sight glasses on tanks.
- 11 Clean strainer, check condition of traps. Report and repair leaks.
- 12 Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.

1/4
N/A
N/A
N/A
N/A

N/A

- 9 If applicable, Remove and inspect Anode, replace if necessary
- 10 Clean up work area and remove trash.

✓

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For To be performed by: General Maintenance Worker
Additional Notes:

INSTA Hor

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DOMESTIC HOT WATER HEATER - GAS

SITE AND BLDG #: Pa 067-01

LOCATION/RM #: Boiler WO# 7376

ASSET # 6938

MECHANIC
SIGNATURE:

START TIME:

DATE: 2/21/18

FINISH TIME: 900

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	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal	/		
3	Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	/		
4	Do not allow any open flames around equipment.	/		
1	Attach drain hose. Drain several gallons from tank to remove	/		
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	/		
3	Check all connections - electric, gas and water. Tighten as necessary.	/		
4	Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at	/	NA	
5	Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.	/	NA	
6	Clean sight glasses on tanks.	/	NA	
7	Clean strainer, check condition of traps. Report and repair leaks.	/	NA	
8	Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.	/	NA	

K00-048CMI Management Inc.

9 If applicable, Remove and inspect Anode, replace if necessary
10 Clean up work area and remove trash.

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:

INSTR

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
TIME CLOCK, LIGHTING

SITE AND BLDG #: Pr 867 -01

LOCATION/RM #: 805112 WO# 7376

ASSET # 7320

MECHANIC
SIGNATURE: Tony E

DATE: 2/21/13

MECH 160

START TIME: 0630

FINISH TIME: 0245

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
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.		✓	
TO BE PERFORMED BY MAINTENANCE PERSONNEL				
1	Clean timeclock using a soft lint-free cloth and spray bottle of glass cleaner. Remove any dirt or grease build up.		✓	
2	Check physical connections.		✓	
3	Verify the timeclock configuration, ensure proper operation.		✓	
4	If applicable, check battery and replace as needed.		✓	

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:

, R Photo C/1