

ATTACHMENT J-0200000-05  
FORMS

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

FACID/Building: PA 013

Date of Visit: 1/2/19

Contractor Personnel on Site:

1. <u>Tony Lacey</u>	4. <u>Frank Sgiercz</u>
2. <u>Jim Geertgens</u>	5. _____
3. <u>Scott Bern</u>	6. _____

**Work Performed:**

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

1. <u>6953</u>
2. <u>7033</u>
3. <u>7027</u>
4. <u>7057</u>

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Jim Geertgens Date: 1-2-19

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: Parrot, Brian Date: 2 Jan 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: Pp013 - 01

Date of Visit: 1/2/19

Contractor Personnel on Site:

1. Tony Green  
2. Jim Geertgens  
3. Scott Berry

4. Ronald S. pierce  
5.  
6.

Work Performed:

Other Recurring Services

1. 6803  
2.  
3.  
4.

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Jim Geertgens Date: 1-2-19  
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: Ronald, BM Date: 2 Jan 19  
Signed: Ronald

E-Mail:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**POWER OPERATED OVERHEAD DOOR**

ACTIVITY AND BLDG #:

Pac 03-02

MECHANIC  
SIGNATURE:

DATE: 1/2/19

LOCATION: OMS WO # 7033 Asset # 7750

Bay 1

START TIME:

830

FINISH TIME: 850

ITEM	DESCRIPTION	INSPECTION COVERAGE	INSPECTION COMMENTS	SPECIAL INSTRUCTIONS	
				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	Review manufacturer's instructions.			/	
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.			/	
1	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.			/	
2	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.			/	
3	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.			/	
4	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains, sprockets, clutch, etc.			/	
5	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.			/	
6	Inspect gear box, change or add oil as required.			/	
7	Perform required lubrication. Remove old or excess lubricant.			/	
8	Clean unit and mechanism thoroughly. Touch up paint where required.			/	
9	Clean up and remove all debris.			/	

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

- General Services Administration (GSA) Public Building Service. 2012. *Public Buildings Maintenance Standards Final*. October 1.

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

1 R 16x14

SAFETY STOP NEEDS REQUIRED/REDUCE

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**POWER OPERATED OVERHEAD DOOR**

ACTIVITY AND BLDG #: PA 013-02

LOCATION: OMS WO# 7033 Asset # 7755

B472

MECHANIC  
SIGNATURE:

DATE:

10/19

START TIME:

850

FINISH TIME:

815

CHECK ITEM/STEP	CHECKPOINT DESCRIPTION	MANUFACTURER'S INSTRUCTIONS		REMARKS/ACCTIONS (DETAILED NOTES ON HOW TO PERFORM MAINTENANCE)
		TYPE	INFO	
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	Review manufacturer's instructions.		/	
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.		/	
1	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	/		
2	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	/		
3	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	/		
4	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.	/		AUTO Stop Not Working
5	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	/		
6	Inspect gear box, change or add oil as required.	/		
7	Perform required lubrication. Remove old or excess lubricant.	/		
8	Clean unit and mechanism thoroughly. Touch up paint where required.	/		
9	Clean up and remove all debris.	/		

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

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 Additional Notes:

1 Pk 18w x 12ft

SAFETY STOP NEEDS REPLACED / REPAIRED

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**POWER OPERATED OVERHEAD DOOR**

ACTIVITY AND BLDG #: P 013-02

LOCATION: AMJ Walk 7033 Bld 7756

B73

MECHANIC  
SIGNATURE

DATE:

12/18

START TIME:

FINISH TIME:

SCHEDULED ROUTINE	CHECKPOINT DESCRIPTION	TASK COMPLETED	SPECIAL INSTRUCTIONS		NOTES/ACHIEVEMENTS (DETAILED NOTES ON THE WORK PERFORMED)
			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	Review manufacturer's instructions.				
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.				
1	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.				
2	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.				
3	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.				
4	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.				
5	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.				
6	Inspect gear box, change or add oil as required.				
7	Perform required lubrication. Remove old or excess lubricant.				
8	Clean unit and mechanism thoroughly. Touch up paint where required.				
9	Clean up and remove all debris.				

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 Additional Notes:

1 R 18 w x 12 h

Door Does Not Work

Damaged by Equipment will Not

Go up or Down

Repair ticket already submitted

CSS TICKET ALREADY SUBMITTED  
 TO THE 99<sup>th</sup>

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**POWER OPERATED OVERHEAD DOOR**

ACTIVITY AND BLDG #: PA 013 -02

LOCATION: GMS WS# 7023 Asset # 7836  
Wash Bay + Bay 4MECHANIC  
SIGNATURE: *John B. Jones*

DATE: 1/12/19

START TIME: 9:15

FINISH TIME: 9:45

ITEM/WORK ACTIVITY	CHECKLIST DESCRIPTION	TASK (COMPLIANCE)		EXPLANATION (DETAILED NOTES OR REASONS FOR NON-COMPLIANCE)
		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	Review manufacturer's instructions.	/		
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	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	/		
5	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	/		
6	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	/		Auto Stop Not Working
7	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains, sprockets, clutch, etc.	/		
8	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	/		
9	Inspect gear box, change or add oil as required.	/		
10	Perform required lubrication. Remove old or excess lubricant.	/		
11	Clean unit and mechanism thoroughly. Touch up paint where required.	/		
12	Clean up and remove all debris.	/		

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.  
 Checklist compiled in accordance with:

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Additional Notes:

3 pc 16w x 14 h

SAFETY STOP NEEDS REPAIRED/REPLACED