

ATTACHMENT J-0200000-05  
FORMS

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

FACID/Building: Pr 053-01,02 Date of Visit: 1-16-19

Contractor Personnel on Site:

1. FRANCIS SAPIENZA
2. SCOTT WERRIV
3. \_\_\_\_\_

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

**Work Performed:**

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

1. #7026, #6991
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: FRANCIS SAPIENZA Date: 1-16-19  
Signed: Frank A. Aulw

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: MAJ BRUCE JORDAN Date: 1/16/2019  
Signed: Bruce Jordan  
E-Mail: \_\_\_\_\_

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

FacID/Building: PA053-01 Date of Visit: 1-11-19

Contractor Personnel on Site:

1. FRANCIS SAPIENZA

2.

3.

4.

5.

6.

Work Performed:

Other Recurring Services

1. #6907

2.

3.

4.

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: FRANCIS SAPIENZA Date: 1-16-19

Signed: JNL A. Sapienza

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: MAJ BRUCE JORDAN Date: 1/16/2019

Signed: Bruce Jordan

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: PA 053-02

LOCATION: MOTOR POOL

W.O. # 7026

ASSET # 7704

MECHANIC SIGNATURE:

START TIME:

Ferd A. Hul

9:00AM

DATE: 1-16-19

FINISH TIME: 9:30AM

ITEM/PROCEDURE	DESCRIPTION		UNLISTED	NOTES	COMPLETED
	1	2			
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. 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 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.				✓
4	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.				✓
5	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.				✓
6	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains, sprockets, clutch, etc.				✓
7	Examine all wiring, motor, startor, push button, etc., blow out or vacuum if needed.				✓
8	Inspect gear box, change or add oil as required.				✓
9	Perform required lubrication. Remove old or excess lubricant.				✓
	Clean unit and mechanism thoroughly. Touch up paint where required.				✓
	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:

14 w x 12 h

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #:

PA 053-02

LOCATION: MOTOR POOL

WD. #7026 ASSET #7826

MECHANIC  
SIGNATURE

DATE: 1-16-19

START TIME: 9:30 AM

FINISH TIME: 9:55 AM

ITEM #	DESCRIPTION	HOURS COMPLETED		REASON FOR DELAY
		WEEKS	MONTHS	
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. 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 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.	✓		
4	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.	✓		
5	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	✓		
6	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains sprockets, clutch, etc.	✓		
7	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	✓		
8	Inspect gear box, change or add oil as required.	✓		
9	Perform required lubrication. Remove old or excess lubricant.	✓		
	Clean unit and mechanism thoroughly. Touch up paint where required.	✓		
	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:

2 PC

19<sub>W</sub> x 12<sub>H</sub>

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**MANUAL/AUTOMATIC ROLL-UP DOORS**

ACTIVITY AND BLDG #: PA053-02

MECHANIC  
SIGNATURE: 

DATE: 1-16-19

LOCATION: MOTOR POOL

W.D. # 7026

ASSET # 8003

START TIME: 9:30

FINISH TIME: 9:45

CHECK POINT	CHECK POINT DESCRIPTION	TASKS COMPLETED		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.		✓	
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.		✓	
<b>TO BE PERFORMED DURING EACH INSPECTION SERVICE</b>				
1	Check with door operating personnel for any known deficiencies.	✓		
2	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.	✓		
3	If applicable, operate with power from start 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.		N/A	
4	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.		N/A	
5	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.	✓		
6	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.		N/A	
7	If applicable, inspect gear box, change or add oil as required.	✓		
8	Perform required lubrication. Remove old or excess lubricant.	✓		
9	Clean unit and mechanism thoroughly. Touch up paint where required.	✓		
10	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:

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

4x4  
W H