

FORMS

CERTIFICATION OF WORK

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

FACID/Building: POSS Date of Visit: 1/29/19

Contractor Personnel on Site:

- | | |
|-------------------------|--------------------------|
| 1. <u>Tony Lanza</u> | 4. <u>Frank Sapienza</u> |
| 2. <u>Jim Goeltgens</u> | 5. _____ |
| 3. <u>Scott Werry</u> | 6. _____ |

Work Performed:

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

- | | |
|---|--|
| 1. <u>7013</u> | |
| 2. <u>7059</u> | |
| 3. _____ | |
| 4. <u>UNIT HEATER 4866 MIDDLE of three Fan will</u> | |
| <u>NOT Run unless put in MANUAL Mode</u> | |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Goeltgens Date: 1-29-19Signed: 

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: 29 JAN 19Signed: 

E-Mail: _____

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

FACID/Building: PA055 - 01

Date of Visit: 1/29/19

Contractor Personnel on Site:

1. Tony LAZZARUS
2. Jim GEERTSENS
3. Scott WONG

4. Frank SPIERDZ
5. _____
6. _____

Work Performed:

Other Recurring Services

1. 687C
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertsens

Date: 1-29-19

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: TIMOTHY S PETERS

Date: 29 JAN 19

Signed: _____

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #:

P-055-01

MECHANIC

SIGNATURE:

DATE:

1/22/19

LOCATION/RM #:

MEP

WO#

7413

ASSET #

7636

START TIME:

9:00

FINISH TIME:

9:15

ITEM NO.	DESCRIPTION	TASK COMPLETION		NOTES/ACTIONS (REPAIRS, CORRECTIVE MAINTENANCE, ETC.)
		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.		/	
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 AT EACH INSPECTION SERVICE				
GATES				
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.	/	NA	
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.	/	NA	
FENCES				
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:

1 PC

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST MANUAL/AUTOMATIC OVERHEAD DOORS

SITE AND BLDG #:

PA 055-01

MECHANIC

SIGNATURE: 

DATE:

1/28/19

LOCATION/RM #:

Dance Hall

WO#

7013

ASSET #

7709

START TIME:

915

FINISH TIME:

930

ITEM NO.	DESCRIPTION	TASK COMPLETE		REMARKS/NOTES
		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.		/	
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 AT EACH INSPECTION SERVICE				
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.	/		
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 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:

14 X 12

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #:

PC 055 - 01

MECHANIC
SIGNATURE:

Fink A. Lark

DATE: 1/22/19

LOCATION:

D446 WCH 7013 ASSET # 7954

START TIME: 8:50AM

FINISH TIME: 9:20AM

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.			
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.		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
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:

1 PC Fire Shutter

10X3