

ATTACHMENT J-0200000-05
FORMS

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

FACID/Building: Pr 079

Date of Visit: 1/22/19

Contractor Personnel on Site:

1. Troy Larson
2. Jim Geertgens
3. Scott Werry

4. Frank Scireri
5. _____
6. _____

Work Performed:

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

1. 6984
2. 7042
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertgens Date: 1-22-19

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: Josh Sutton Date: 22 Jan 19

Signed: J. Sutton

E-Mail: Joshua.e.sutton2.civ@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: *P* 679-01
 LOCATION/RM #: *POV* WO# 6984 ASSET # 7506

MECHANIC
 SIGNATURE: *James*

DATE: 1/22/19

ITEMS 1. GATES	COMPLIANCE		NOTES/REMARKS
	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.	<input checked="" type="checkbox"/>		
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	<input checked="" type="checkbox"/>		
3. Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	<input checked="" type="checkbox"/>		
4. Check all locking devices. Lubricate as required.	<input checked="" type="checkbox"/>		
5. Inspect center gate support rollers and lubricate as required.	<input checked="" type="checkbox"/>		
6. Clean roller track of any debris.	<input checked="" type="checkbox"/>		
7. Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	<input checked="" type="checkbox"/>		
8. Check for any obstructions that retard full swing or movement of the gate.	<input checked="" type="checkbox"/>		
9. Check that shrubs and trees are pruned clear of gate.	<input checked="" type="checkbox"/>		
10. Check hold open devices for proper operation. Lubricate as required.	<input checked="" type="checkbox"/>		
11. Check posts and corner posts, support guys, and horizontal bars between each support post.	<input checked="" type="checkbox"/>		
12. Check wire and anchor point; re-stretch and re-anchor if necessary.	<input checked="" type="checkbox"/>		
13. Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.	<input checked="" type="checkbox"/>		
14. Treat with galvanized protectant where rust has developed.	<input checked="" type="checkbox"/>		
15. 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).	<input checked="" type="checkbox"/>		
16. Check that shrubs and trees are pruned clear of fencing.	<input checked="" type="checkbox"/>		
TO BE PERFORMED AT EACH INSPECTION SERVICE			
GATES			
FENCE			

NA

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* *Double*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: *PA 079-01*LOCATION/RM #: *PCV*WO# *6984*ASSET # *7827*MECHANIC
SIGNATURE:

START TIME:

810

DATE:

*1/22/19*FINISH TIME: *820*

ITEM	DESCRIPTION	TASK COMPLETED	NOTES	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	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	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.				
FENCE					
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:

R *Dek*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #:

PA 079-01

LOCATION/RM #:

M60

WO# 6984

ASSET # 7548

MECHANIC
SIGNATURE:

START TIME:

Tom W. Jones
520

DATE: 1/22/18

FINISH TIME: 8:40

CHECK ITEM	CHECKED BY	CHECKED BY	DESCRIPTION	SPECIAL INSTRUCTIONS	NOTES/ACTIONS	
					(If necessary, attach a separate sheet to provide detail)	
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.	-		
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.	-		
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 Rk Do-She

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: *Pr 079-01*LOCATION/RM #: *M61* WO# *6984*ASSET # *7549*MECHANIC
SIGNATURE: *John W. W.*DATE: *1/22/18*START TIME: *840*FINISH TIME: *900*

ITEM NUMBER	DESCRIPTION	SPECIAL INSTRUCTIONS	BASIC COMPLETION		NOTES/COMMENTS
			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.				
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:

1 R Double

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: PA 079 ~01

LOCATION: DRIC Wk# 689 Asset #7702

MECHANIC
SIGNATURE: *John Wilson*

DATE: 1/22/19

START TIME: 8:30

FINISH TIME: 8:45

ITEM/PROCEDURE	COMPLETED		NOTES
	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			
5			
6			
7			
8			
9			

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:

13 X 12

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #: *P2 079-01*
 LOCATION: *Kitchen Work 6984 assed # 8009*

MECHANIC
SIGNATURE:

START TIME:

7:30 AM

DATE:

1/22/19

FINISH TIME: *8:50 AM*

CHECK POINT	CHECKPOINT DESCRIPTION	EASY TO 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.		✓	
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 Re Rolling Kne Shutter

2 x 3

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #: Pr 079-01LOCATION: Kitchen wall 689 asset # 8018MECHANIC
SIGNATURE:John A. DelDATE: 1/22/19

START TIME:

8:50 AM

FINISH TIME:

9:10 AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO PROVIDED 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.		✓	
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 Pr Rolling Kno Shutter
8x3