

CERTIFICATION OF WORK

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

FACID/Building: WV038-01

Date of Visit: 1/3/19

Contractor Personnel on Site:

1. Tony Lozano  
2. Sam Geertje  
3. Scott Werry

4. Frank Sapienza  
5. \_\_\_\_\_  
6. \_\_\_\_\_

**Work Performed:**

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

1. 6945  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: FRANCIS SAPIENZA

Date: 1-3-19

Signed: \_\_\_\_\_

Francis 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: Deris, S. SSG

Date: 20190103

Signed: \_\_\_\_\_

Deris, S.

E-Mail: \_\_\_\_\_

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

FACID/Building: WV 038 -02 Date of Visit: 1/3/19

Contractor Personnel on Site:

- |                              |                            |
|------------------------------|----------------------------|
| 1. <u>Tony</u> <u>Cruz</u>   | 4. <u>Francis Sapienza</u> |
| 2. <u>Jim</u> <u>Gardner</u> | 5. _____                   |
| 3. <u>Scott</u> <u>Wemy</u>  | 6. _____                   |

Work Performed:

Other Recurring Services

- |                |       |
|----------------|-------|
| 1. <u>6901</u> | _____ |
| 2. <u>7016</u> | _____ |
| 3. _____       | _____ |
| 4. _____       | _____ |

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: FRANCIS SAPIENZA Date: 1-3-19

Signed: Francis 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: Dennis Shaw SSO Date: 20190103

Signed: [Signature]

E-Mail: \_\_\_\_\_

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**LIGHTING, OUTSIDE**

SITE AND BLDG #: W0038-02  
 LOCATION/RM #: WO# 6901 ASSET # 7430

MECHANIC SIGNATURE: [Signature] DATE: 1-3-19  
 START TIME: 6:50AM FINISH TIME: 6:55AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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	Schedule and coordinate work with operating personnel.	✓		
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 AT EACH INSPECTION SERVICE</b>				
1	Open and tag switch.	✓		
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓		
3	Check for proper light operation.	✓		
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓		
5	Inspect light pole and mounting devices for deficiencies.	✓		
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓		

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

1 PC FLOOD LITE, POLE MOUNT LED



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

SITE AND BLDG #: WU 038 -02  
LOCATION/RM #: \_\_\_\_\_ WO# 6901 ASSET # 7440

MECHANIC SIGNATURE: Frank A. Suber DATE: 4-3-19  
START TIME: 6:55 AM FINISH TIME: 7:00 AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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	Schedule and coordinate work with operating personnel.	✓		
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 AT EACH INSPECTION SERVICE</b>				
1	Open and tag switch.	✓		
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓		
3	Check for proper light operation.	✓		
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓		
5	Inspect light pole and mounting devices for deficiencies.	✓		
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓		

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

2 PC FLOOD LITE, POLE MOUNT FLUORESCENT

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**LIGHTING, OUTSIDE**

SITE AND BLDG #: WV 038 - 02MECHANIC  
SIGNATURE: Fred StelDATE: 1-3-19

LOCATION/RM #:

WO# 6901ASSET # 7447START TIME: 7:00AMFINISH TIME: 7:05AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Schedule and coordinate work with operating personnel.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
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.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Open and tag switch.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Inspect visual condition of wiring. Look for evidence of overheating.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3	Check for proper light operation.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4	Test operation of automatic switches/ time clock/ photocells if applicable.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
5	Inspect light pole and mounting devices for deficiencies.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

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:

3 R

Double LITE, POLE MOUNT LED

- \* Pole Across from FRONT ENTRANCE HAS LEFT LITE OUT.
- \* Pole by left rear of Motor-Pool lot has both Lights out.
- \* Poles by left front of Motor-Pool lot has Right lights out



# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: WV 038-02LOCATION/RM #: MOTOR POOL EXPANSE WO# 6901ASSET # 7565MECHANIC  
SIGNATURE: Paul A. LohDATE: 1.3.19START TIME: 8:00 AMFINISH TIME: 8:30 AM

GENERAL INSTRUCTIONS		SPECIAL INSTRUCTIONS		NORTHWEST SECTIONS	
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:

1 R A-T Matic

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: WU 038-02

LOCATION/RM #:

WO# 6901

ASSET # 7567

MECHANIC  
SIGNATURE: *Paul A. Lohr*

START TIME: 8:30 AM

DATE: 1-3-19

FINISH TIME: 8:45 AM

ITEMS TO BE DONE	DATE	TIME	INITIALS
<b>GENERAL INSTRUCTIONS</b>			
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.		
<b>INSPECTION</b>			
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.		
<b>REPAIRS</b>			
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 AUT. MATIC  
Does not work