

FORMS

CERTIFICATION OF WORK

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

FACID/Building: WU053 Date of Visit: 1/30/19

Contractor Personnel on Site:

- | | |
|------------------------|---------------------------|
| 1. <u>Tony Luzzo</u> | 4. <u>Frank S. pierza</u> |
| 2. <u>Jim Geertsen</u> | 5. _____ |
| 3. <u>Scott Werry</u> | 6. _____ |

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

- | | |
|----------------|-------|
| 1. <u>6972</u> | _____ |
| 2. <u>6957</u> | _____ |
| 3. <u>6946</u> | _____ |
| 4. _____ | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertsen Date: 1-30-19Signed: 

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: Aaron M. Crum WS-09 Date: 30 JAN 19Signed: E-Mail: aaron.m.crum.civ@mail.mil

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

FACID/Building: P1053 Date of Visit: 1/30/19

Contractor Personnel on Site:

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

Work Performed:


Other Recurring Services

- | | |
|----------------|-------|
| 1. <u>6890</u> | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Geertsen Date: 1-30-19

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: Aaron M. Cunn WS-09 Date: 30 JAN 19

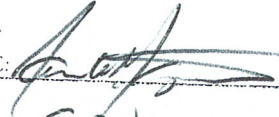
Signed: 

E-Mail: aaron.m.cunn.civ@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: WV 053-01

MECHANIC

SIGNATURE: 

DATE: 1/30/19

LOCATION/RM #: Boiler Room WO# 6972 ASSET # 7134

START TIME: 800

FINISH TIME: 810

ITEMS TO BE PERFORMED	CHECKED BY	REMARKS		DATE
		DATE	TIME	
SAFETY 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 to.				
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.				
3. It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.				
TO BE PERFORMED BY A QUALIFIED SERVICE PERSONNEL				
1. Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication at least annually.				
2. Inspect couplings and check for any pump seal leaks				Sealed
3. Check motor mounts and vibration pads				
4. Tighten all pump flanges				
5. Visually check pump alignment and coupling				
6. Inspect electrical connections				

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:

2 PC

Domestic Hot Water

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **CHILLER CONTROL PANEL (ANNUAL)**

ACTIVITY AND BLDG #: WV053-01MECHANIC
SIGNATURE: *[Signature]*DATE: 1-30-19LOCATION: Baileys unit 6972 Asset # 7146START TIME: 8:10FINISH TIME: 8:15

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 to.		/	
2	Read and understand the manufacturer's instructions before making any adjustments or calibrations.		/	
4	Schedule work with operating personnel, as needed.	-		
5	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		/	
6	Ensure appropriate site personnel are notified that alarms that may result from testing and to disregard them until testing is completed.	/		
7	Replace defective control safeties (as work order) found while performing preventive maintenance.		NA	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Clean and calibrate all controlling instruments (temperature and pressure transducers, etc.) in accordance with manufacturer's instructions and maintenance standard.		NA	
2	Check and clean all electrical contacts and pneumatic orifices.	-		
3	Check pneumatic tubing for leaks or damage. Repair or replace as required.		NA	
4	Check for bad indicator lights and gauges and replace as necessary.	-		
5	Test all controllers and set at proper set points.		NA	
6	Check operating data and analyze for proper operation. Note unusual conditions such as compressor surge on maintenance log.		NA	

Note: The Contractor shall perform any specific identification, PM, or repair work as required by the manufacturer's instructions and the applicable standards.

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 for Water Control Pme!

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: WV053-01

LOCATION/RM #: ME1 WO# 6972

ASSET # 7507

MECHANIC
SIGNATURE: *Jim A. A.*

DATE: 1/31/11

START TIME: 10:00AM

FINISH TIME: 10:05AM

GENERAL INSTRUCTIONS		TASK COMPLETION		NOTES	
NO.	DESCRIPTION	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.	✓			
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 Double

E-250 size of ops

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: WV 053-01

LOCATION/RM #: MEP WO# 6972 ASSET # 7519

MECHANIC SIGNATURE: *[Signature]*

DATE: 1/30/19

START TIME: 10:10 AM

FINISH TIME: 10:15 AM

ITEM NO.	DESCRIPTION	TASK COMPLETION		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.			
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.	✓		N/A
6	Check for any obstructions that retard full swing or movement of the gate.	✓		N/A
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 pc Double West Side ovr

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: WU 053 -01
LOCATION: Drill W04 6972 Assd # 777
100

MECHANIC SIGNATURE: [Signature] DATE: 1/30/13
START TIME: 900 FINISH TIME: 915

ITEM NO.	DESCRIPTION	COMPLETION		REMARKS/EXCEPTIONS
		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 P 1/1 x 1/4

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #: WU053 -01MECHANIC
SIGNATURE: Jim A. AuhDATE: 1/31/19LOCATION: Kitchen Ward 6972 Asses H 7791START TIME: 10:30AMFINISH TIME: 10:45AM

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:

3.5 x 3.5

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST MANUAL/AUTOMATIC ROLL-UP DOORS

ACTIVITY AND BLDG #: W003-01MECHANIC
SIGNATURE: J. L. AshDATE: 1/30/11LOCATION: Kitchen W0066972 Asset # 7792START TIME: 10:45 AMFINISH TIME: 11:00 AM

CHECK POINT	CHECK POINT DESCRIPTION	HAS COMPLETED		NOTED REPAIRS
		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 COMPLETED DURING 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:

8.25 x 3.5

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: WJ 053-01

MECHANIC
SIGNATURE: [Signature]

DATE: 1/30/19

LOCATION: Supply WJ 6972 Asset # 7802

START TIME: 930

FINISH TIME: 945

ITEM NO.	DESCRIPTION	TASK COMPLETION		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.		/	
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.	/		
7	Check manual operation. Note brake release, motor disengagement, functioning or 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:

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:

8x8

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: WU053 -01

MECHANIC
SIGNATURE: [Signature]

DATE: 1/30/18

LOCATION: WU #6972 Asset # 7972

START TIME: _____

FINISH TIME: _____

ITEM NO.	DESCRIPTION	PAGE COMPLIANCE		EXEMPT/EXCEPTION
		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.			
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:

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:

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PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: WV 053 -01

MECHANIC
SIGNATURE: [Signature]

DATE: 1/30/15

LOCATION: Wot 6972 Asset# 7988

START TIME: _____

FINISH TIME: _____

ITEM NO.	DESCRIPTION	TASK COMPLETION		REMARKS/EXCEPTIONS
		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.			
7	Check manual operation. Note brake release, motor disengagement, functioning or 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:

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:

Not Here