ATTACHMENT J-0200000-05
FORMS

CERTIFICATION OF WORK

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

FACID/Building: WV053 Date of Visit: 1/30/19

Contractor Personnel on Site:

1. Tony Grazios
2. Jim Geertsen
3. Scott Wary
4. Frank Spienza
5.
6.

Work Performed:

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

1. 6972
2. 6957
3. 6946
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. Crum WS-09 Date: 30JAN19

Signed:

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: P0053 Date of Visit: 1/30/19

Contractor Personnel on Site:

1. Tony Cazares
2. Jim Geertsen
3. Scott Wenk
4. Frank Sapienza
5.
6.

Work Performed:

Other Recurring Services

1. 6890
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. Crum WS-09 Date: 30JAN19

Signed:

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

CMI Management Inc.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: WU053 - 02

MECHANIC SIGNATURE: [signature] DATE: 1/31/19

LOCATION/RM #: Boiler Room WO# 6957 ASSET # 7119

START TIME: 945 FINISH TIME: 1000

CHECK IF DONE	CHECKLIST INSTRUCTIONS	TASKS COMPLETED YES	TASKS COMPLETED NO	REQUIRED ACTIONS / COMMENTS
	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	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 AT EACH INSPECTION SERVICE			
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		
2	Inspect couplings and check for any pump seal leaks	✓		
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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

1 Pc

CMI Management Inc.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: WU 053-02

MECHANIC SIGNATURE: [signature] DATE: 1/3/18

LOCATION/RM #: Boiler Rm WO# 6857 ASSET # 7119

START TIME: 945 FINISH TIME: 1000

CHECK BOX	OPERATIONAL DESCRIPTION	TASKS COMPLETED YES	TASKS COMPLETED NO	REMARKS (IF REQUIRED)
	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	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 AT EACH INSPECTION/SERVICE			
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	-		
2	Inspect couplings and check for any pump seal leaks.	-		
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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

[illegible]-ARCS-DOR-01

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: WU 053 -02

LOCATION: OMS WO # 6957 Asset # 773-

MECHANIC SIGNATURE: [signature] DATE: 1/31/19

START TIME: 830 FINISH TIME: 845

[illegible]	[illegible] DESCRIPTION	TASK COMPLETE		CORRECTIVE ACTIONS [illegible]
		[illegible]	NO	
	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.		✓	
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	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 of 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:

2 PC 14 x 16

Nor 1 in Wash Bay

PBSWV-TB-ARCS-DOR-01

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: WV053 ~02

LOCATION: OMS WO# 6957 Asset # 7973

MECHANIC SIGNATURE: [signature] DATE: 1/30/19

START TIME: 830 FINISH TIME: 845

STEP NUMBER	ACTION/PROCEDURE DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	CORRECTIVE ACTIONS
	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.		✓	
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	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 of 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:

14x16 1 PC

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: WU 053 -02

LOCATION: OMS WO# 6957 Asset # 8031

MECHANIC SIGNATURE: [signature]

DATE: 1/30/19

START TIME: 845

FINISH TIME: 900

STEP	TASK DESCRIPTION	TASK COMPLETED YES	TASK COMPLETED NO	CORRECTIVE ACTIONS
	[illegible]			
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.		✓ ✓	
	[illegible]			
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 of 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:

7 PC

CRX16