

**CERTIFICATION OF WORK  
SERVICE CALL**

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

FACID/Building: MD003 B-1 Date of Visit: 8/5/20

Contractor Personnel on Site:

- |                         |                             |
|-------------------------|-----------------------------|
| 1. <u>David Gholian</u> | 4. <u>Advanced Security</u> |
| 2. _____                | 5. _____                    |
| 3. _____                | 6. _____                    |

**Service Call Number**

CSS# 1137,1138,1140 WO# 11622

**Description of Repairs**

Changed the combination to Vault and Security pms

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: David Gholian Date: 8/5/20

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: SGT Peter Lawrence Date: 8/5/20

Signed: 

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



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Bill To:

wo#12590

Attn:

Phone:

Billing Email:

Name:

MD003

Job Location:

5515 Liberty Heights  
21207

Ordered By:

Work Location (Suite/Door)

Phone:

## SERVICES PROVIDED

PO NUMBER	TECHNICIAN	SERVICE CALL	COD	NET 10	NET 30	DATE
	DAWD					8/5/20

	WORK	ESTIMATE
Access Control	Card Reader	
	Biometric Reader	
	Access Software	
	Digital Keypad	
	Access Card	
	Access Key Fob	
	Intercom	
Burglar Alarm	Electronic Lock	
	Magnetic Lock	
	Alarm System	
	Motion Detector	
	Door Contact	
CCTV	Glass Break Detector	
	Smoke-Heat Detector	
	Cellular Back-up	
	Camera Color	
	Camera B/W	
Locks	DVD-VCR Recorder	
	Multiplexers	
	Flat Panel Monitor	
	Knob Lock	
	Lever Lock	
High Security	Mortise Lock	
	Duplicate Key	
	Padlock	
	Deadbolt Lock	
	Sliding Door Lock	
Safes	Exit Device	
	ASSA	
	Medeco	
	Mul-T-Lock	
	Schlage Primus	
Doors	Schlage Everest	
	Kaba Peaks	
	Safe Sales New-Used	
	Combination Change	
	Safe Service	
Cars	Safe Opening	
	Safe Delivery	
	Safe Moving	
	Door & Frame	
	Metal	
	Wood	
	Aluminum	
	Pivot & Hinge	
	Door Closer	
	Car Alarms	
	Car Remotes	
	Trunk Opening	
	Create Car Key	
	Key Duplication	
	Transponder Key	
	Car Door Lock Repair	
	Ignition Switch Repair	
	Ignition Switch Replacement	

QTY.	DESCRIPTION OF WORK	PARTS	LABOR
11	slat		
11	chug combo on valve		
1	pm check motion door valve		
<hr/>			
1	need key for hotel up Bottom		
1	lost time (clock)		
Subtotal			

I certify that I have the authority as owner or agent for the owner of the property to order the lock, key or security work designated above and to bind the owner under this contract. By signing below, I certify that the owner hereby does absolve, indemnify and hold the locksmith who bears this authorization harmless from any and all claims arising from the performance of such work. The owner is the party responsible for payment in full, and is subject to the terms and conditions printed on the reverse side. If the owner does not make timely payment, the agent shall make payment in full.

Signature:

Printed Name:

TAG#

VIN#

☐ CASH ☐ CREDIT ☐ BILL ☐ CHECK#

Credit Card #

Type Exp. Date / / I.D.

Parts & Labor

Tax

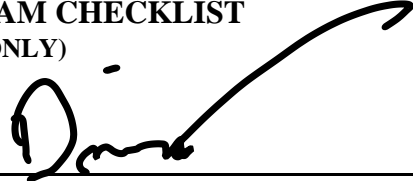
Total

502257

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
SECURITY SYSTEM (ARMS ROOM ONLY)**

**SITE AND BLDG #:** MD003 B-1

**LOCATION/RM #:** vault    **WO#** 11622    **ASSET #** 1140

**MECHANIC SIGNATURE:**     **DATE:** 8/5/20

**START TIME:** 0900    **FINISH TIME:** 1000

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	Review manufacturer's instructions. SEE End User Handbook (Separate Attachment) for all DSC Panels	✓		
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	Test the control panels for communications to the monitoring center, sirens, tampers, cameras, and strobe lights. (SEE End User Handbook for testing procedures). Replace any faulty sensor, verify with Central Monitoring Station that it is fully functional.	✓		
2	Inspect and test the operation of all detection devices	✓		
3	Check power supplies	✓		
4	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles)	✓		
5	Load test batteries and if needed recommend for replacement.	✓		

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.

1. A qualified alarm technician is a requirement. A minimum of 5 years experience with Intrusion Detection Systems is required.
2. Prior Coordination with the facility must occur prior to scheduled work. (See suggested coordination questions below)
  - a. Access to Arms room is accompanied. Someone with unaccompanied access MUST be present at all times during scheduled work.
  - b. All cages with motion sensors should be open. Multiple unit coordination may be necessary.
  - c. In the event that all sensors could not be tested due to accessibility every attempt will be made to test the sensor and if unsuccessful must be noted.
  - d. Ensure facility has access to Maintenance Key.

**Additional Notes:**



## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST SECURITY SYSTEM

 MECHANIC  
SIGNATURE:

DATE: 8/5/20

START TIME: 0900

FINISH TIME: 1000

SITE AND BLDG #: MD003 B-1

 LOCATION/RM #: vault WO# 11622 ASSET # 1137  
1138

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	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	Test the control panels for communications to the monitoring center, sirens, tampers, cameras, and strobe lights.			
2	Inspect and test the operation of all detection devices			
3	Check power supplies			
4	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles)			
5	Test the batteries on remotes and wireless sensors inspection of all visible wiring and conduits			

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:**