

## CERTIFICATION OF WORK

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

FACID/Building: Gaithersburg MD 013 Date of Visit: 9/6/19

Contractor Personnel on Site:

1. Patrick Donovan

2. \_\_\_\_\_

### Work Performed:

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

1. 10267, 10301, 10327, 10565, 10258, 10302, 10328, 10566  
Mini Splits, Grease Trap, Pumps, Radiators, Unit Heaters, Condensing Units, Vehicle Exhaust

### Service Calls – Service Call Number and Description

1. CSS# \_\_\_\_\_
2. CSS# \_\_\_\_\_
3. CSS# \_\_\_\_\_

## CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Donovan Date: 9/6/19

Signed: \_\_\_\_\_  
Tara St Laurent

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: TARA STLAURENT Date: 05 Sep 19

Signed: Tara St Laurent

E-Mail: Tara.f.StLaurent.civ@mail.mil

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**

UNIT HEATER, INFRA-RED, RADIANT, GAS

**SITE AND BLDG #:** Gaithersburg MD 20878

**LOCATION/RM #:** Blg# 2

**WO#** 183285

**ASSET #** 2013+2014

**MECHANIC SIGNATURE:** Ja Reed

**DATE:** 9/3/19

**START TIME:** 9:55

**FINISH TIME:** 11:00

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"/>	
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"/>	
1	For gas/oil heaters:		
	1. Remove access panels if applicable.	<input checked="" type="checkbox"/>	
	2. Check the fire box liner or refractory for cracks and leaks.	<input checked="" type="checkbox"/>	
	3. Check all gas lines for leaks. Repair as needed.	<input checked="" type="checkbox"/>	
2	Clean dirt from heater; vacuuming is preferred.	<input checked="" type="checkbox"/>	
3	Check operation of gas valve.	<input checked="" type="checkbox"/>	
4	Check for gas leaks.	<input checked="" type="checkbox"/>	
5	Check operation of thermostat.	<input checked="" type="checkbox"/>	
6	If applicable, replace primary air intake filter.	<input checked="" type="checkbox"/>	
7	As needed, clean spark electrode and reset gap, replace if necessary.	<input checked="" type="checkbox"/>	<u>OK</u>
8	Inspect flue pipe and connections.	<input checked="" type="checkbox"/>	<u>Good</u>
9	If applicable, inspect and clean outside air blower and blower intake.	<input checked="" type="checkbox"/>	<u>Good</u>
10	Inspect unit for proper operation.	<input checked="" type="checkbox"/>	
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>	<u>Good</u>

**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: HVAC Technician

**Additional Notes:**