

CERTIFICATION OF WORK

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

FACID/Building: Fortressburg MD013 Date of Visit: 3/4/2020

Contractor Personnel on Site:

1. Patrick Donovan 2.

Work Performed:

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

1. 11810, 11853, 11873, 11894, 11811, 11854, 11874, 11895
Mini Splits, Grease Trap, Hot water pumps, Radiators, unit Heaters, Cond. Units, 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: 3/4/2020

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: TARA STLAURENT

Date: 3 MAR 2020

Signed: 

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

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, HOT WATER

SITE AND BLDG #: Gaittarsburg MD013

MECHANIC SIGNATURE: [Signature]

DATE: 3/13/2020

LOCATION/RM #: Life Area Kitchen WO# 11873 ASSET # 1990-1991

START TIME: 10:25

FINISH TIME: 11:50

CHECK POINT	CHECKED/DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS
		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 to.	<input checked="" type="checkbox"/>		
2	Schedule shutdown with operating personnel.	<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"/>		
TO BE PERFORMED AT EVERY INSPECTION SERVICE				
1	Check valve for full stroke operation in both directions, if applicable.	<input checked="" type="checkbox"/>		<u>True / good</u>
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	<input checked="" type="checkbox"/>		<u>True / no leaks detected</u>
3	Clean the coil with vacuum cleaner.	<input checked="" type="checkbox"/>		<u>True</u>
4	Comb the fins as needed.	<input checked="" type="checkbox"/>		<u>True</u>
5	Clean all fans and motors.	<input checked="" type="checkbox"/>		<u>True</u>
6	Check operation of controls and safeties.	<input checked="" type="checkbox"/>		<u>True / good</u>
7	Lubricate as required.	<input checked="" type="checkbox"/>		<u>True</u>
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	<input checked="" type="checkbox"/>		<u>all 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: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, INFRARED, RADIANT, GAS

SITE AND BLDG #: Gatekeepersburg MD013MECHANIC SIGNATURE: [Signature]DATE: 3/3/2020LOCATION/RM #: Mechanical Room WO# 11873 ASSET # 1997START TIME: 9:15FINISH TIME: 9:40

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	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. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	<input checked="" type="checkbox"/>		<u>Done/No leaks detected</u>
2	Clean dirt from heater. Vacuuming is preferred.	<input checked="" type="checkbox"/>		<u>Done</u>
3	Check operation of gas valve.	<input checked="" type="checkbox"/>		<u>Done</u>
4	Check for gas leaks.	<input checked="" type="checkbox"/>		<u>Done/No leaks detected</u>
5	Check operation of thermostat.	<input checked="" type="checkbox"/>		<u>Done/oper</u>
6	If applicable, replace primary air intake filter.	<input checked="" type="checkbox"/>	<u>N/A</u>	
7	As needed, clean spark electrode and reset gap, replace if necessary.	<input checked="" type="checkbox"/>		<u>Done</u>
8	Inspect flue pipe and connections.	<input checked="" type="checkbox"/>		<u>Done/Good</u>
9	If applicable, inspect and clean outside air blower and blower intake.	<input checked="" type="checkbox"/>		<u>Done</u>
10	Inspect unit for proper operation.	<input checked="" type="checkbox"/>		<u>Done</u>
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>		<u>Done</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: