

CERTIFICATION OF WORK

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

FacID/Building: Gaithersburg 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 waterpump, Radiators, unitTheaters, 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: Patrick Donovan

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: Tara St Laurent

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

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: Southersburg MD03

LOCATION/RM #:

Exterior Bldg # 11874 ASSET # 2014

**MECHANIC
SIGNATURE:** SP

DATE: 3/2/2020

START TIME: 10:50

FINISH TIME: 11:10

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"/>	<input checked="" type="checkbox"/>	
1	For gas/oil heaters:			
1	1. Remove access panels if applicable.	<input checked="" type="checkbox"/>		
1	2. Check the fire box liner or refractory for cracks and leaks.	<input checked="" type="checkbox"/>		
1	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"/>		<i>Done/ good</i>
4	Check for gas leaks.	<input checked="" type="checkbox"/>		<i>Done/ good</i>
5	Check operation of thermostat.	<input checked="" type="checkbox"/>		<i>Done/ good</i>
6	If applicable, replace primary air intake filter.	<input checked="" type="checkbox"/>		<i>Done/ good</i>
7	As needed, clean spark electrode and reset gap, replace if necessary.	<input checked="" type="checkbox"/>		<i>Done</i>
8	Inspect flue pipe and connections.	<input checked="" type="checkbox"/>		<i>Done</i>
9	If applicable, inspect and clean outside air blower and blower intake.	<input checked="" type="checkbox"/>		<i>Done</i>
10	Inspect unit for proper operation.	<input checked="" type="checkbox"/>		<i>Done</i>
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>		<i>Done</i>

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: Gaithersburg MD 2013

MECHANIC SIGNATURE:  **DATE:** 3/2/2020

LOCATION/RM #: 305A2 **WO#** 11874 **ASSET #** 2013

START TIME: 8:45 **FINISH TIME:** 9:35

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDED 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 gsa/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"/>	<input checked="" type="checkbox"/>	<i>1/4</i>
7	As needed, clean spark electrode and reset gap, replace if necessary.	<input checked="" type="checkbox"/>		<i>Clean</i>
8	Inspect flue pipe and connections.	<input checked="" type="checkbox"/>		<i>all good</i>
9	If applicable, inspect and clean outside air blower and blower intake.	<input checked="" type="checkbox"/>		<i>clean</i>
10	Inspect unit for proper operation.	<input checked="" type="checkbox"/>		<i>good</i>
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>		<i>all good</i>

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: