

CERTIFICATION OF WORK

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

FACID/Building: **MD013**

Date of Visit: **5/15/20**

Contractor Personnel on Site:

1. **Brian Davis**  
(SSS contract)

2. **Patrick Donovan**

Work Performed:

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

1. **WO# 11452 PM-SA-1998 PM SA 2012**  
should be WO 12108

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: **5/15/20**

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: **Glenn R. Umberger Jr, GS-13** Date: **15 May 2020**

Signed: 

E-Mail: **glenn.r.umberger.civ@mail.mil**

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **AIR COOLED CHILLER, PACKAGE UNIT**

SITE AND BLDG #: Gaithersburg MD013MECHANIC SIGNATURE: [Signature]DATE: 5/15/20LOCATION/RM #: Blg #2 WO# KMSA-2012 ASSET # 2012  
12108START TIME: 8:00FINISH TIME: 2:00

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.	✓		
2	No intentional venting of refrigerants is permitted. During the servicing, maintenance, and repair of refrigeration equipment, the refrigerant must be recovered.	✓		
3	Whenever refrigerant is added or removed from equipment, record the quantities on the appropriate forms. Forms to be maintained by technician in universal waste binder.	✓		
4	Recover, recycle, or reclaim the refrigerant as appropriate.	✓		
5	If disposal of the equipment item is required, follow regulations concerning removal of refrigerants and disposal of the item.	✓		
6	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	✓		
7	Refrigerant oils to be treated as hazardous waste.	✓		
8	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and all labels on refrigerant containers.	✓		
9	Remove access covers prior to accomplishing check points.	✓		
<b>REPAIRS/REPLACEMENTS</b>				
1	Remove debris from air screen and clean underneath unit.	✓		
2	Pressure wash coil with proper cleaning solution.	✓		
3	Straighten fin tubes with fin comb.	✓		
4	Check electrical wiring and tighten loose connections. Check fused disconnect switches for condition and operation, contactors	✓		
5	Check mounting for tightness.	✓		
6	Check for corrosion. Clean and treat with inhibitor as needed.	✓		
7	Check fan or blower for bent or damaged blades and imbalance.	✓		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
8	Lubricate shaft and motor bearings on fans and remove old or excess lubricant, if applicable.	✓		
9	Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multi-belt drives should be replaced with matched sets.	✓		
1	Inspect evaporator for any obvious deficiencies.	✓		
2	Inspect plumbing, valves and flanges for leaks and correct as needed.	✓		
1	Lubricate drive coupling, if applicable.	✓		
2	Lubricate motor bearings (non-hermetic), if applicable.	✓		
3	Check bearings for vibrations or unusual noises.	✓		
4	Leak test unit with soap test or electronic device.	✓		
5	Check compressor oil level, if applicable.	✓		
6	Run machine; check action of controls, relays, switches, etc. to see that: a. Compressor(s) run at proper settings. b. Suction and discharge pressures are proper.	✓		
7	Check vibration eliminators. Replace as necessary.	✓		
	Document AMP draw on compressors	✓		L1 13.5 L2 13.5 L3 -
8	Check safety controls for high pressure cut off.	✓		
1	Record chilled water supply and return temps and Humidity .	✓		

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: HVAC Technician

**Additional Notes:**