

PREVENTIVE MAINTENANCE CERTIFICATION OF WORK
(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID Building: *Gaithersburg MD013* Date of Visit: *3/6/19*

Contractor Personnel on Site:

Patrick Donovan
1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Work Performed:

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

1. LIST WOB *7624, 7727, 7823, 7628, 7731, 7827*
2. *Grease Trap, Hot Water Pump, Baseboard radiators, Unit Heaters, Mini Splits, Condensing units, overhead Vehicle Exhaust systems,*
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: *Patrick Donovan*
Signed: *TPD*

Date: *3/6/19*

To be signed by Facility Manager or Government Official

I certify that the above named individuals representing the Contractor arrived on site and to the best of my knowledge, completed the stated work listed:

Print Name Rank: *TARA STLAURENT*
Signed: *Tara*
E-Mail: *TARA.F.STLAURENT.CN@mail.mil*

Date: *3/6/19*

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

SITE AND BLDG #: Gaithersburg MD013

**MECHANIC
SIGNATURE:** J. H. S.

DATE: 3/6/19

LOCATION/RM #: Blg#2 **WO#** 7731 **ASSET #** 2013

START TIME: 11:00

FINISH TIME: 11:20

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.				
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.				
2	Clean dirt from heater. vacuuming is preferred.				
3	Check operation of gas valve.				
4	Check for gas leaks.				
5	Check operation of thermostat.				
6	If applicable, replace primary air intake filter.				
7	As needed, clean spark electrode and reset gap, replace if necessary.				
8	Inspect flue pipe and connections.				
9	If applicable, inspect and clean outside air blower and blower intake.				
10	Inspect unit for proper operation.				
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.				

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 #: Guthersburg 19013

MECHANIC
SIGNATURE: John

DATE: 3/4/19

LOCATION/RM #: Bldg# 2 WO# 7731 ASSET # 2014

START TIME: 12:10

FINISH TIME: 12:20

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"/>	<u>Good</u>
	2. Check the fire box liner or refractory for cracks and leaks.	<input checked="" type="checkbox"/>	<u>Good</u>
	3. Check all gas lines for leaks. Repair as needed.	<input checked="" type="checkbox"/>	<u>No leaks detected</u>
2	Clean dirt from heater; vacuuming is preferred.	<input checked="" type="checkbox"/>	<u>Clean</u>
3	Check operation of gas valve.	<input checked="" type="checkbox"/>	<u>Good</u>
4	Check for gas leaks.	<input checked="" type="checkbox"/>	<u>Clean</u>
5	Check operation of thermostat.	<input checked="" type="checkbox"/>	<u>Clean</u>
6	If applicable, replace primary air intake filter.	<input checked="" type="checkbox"/>	<u>4/4</u>
7	As needed, clean spark electrode and reset gap, replace if necessary.	<input checked="" type="checkbox"/>	<u>Good</u>
8	Inspect flue pipe and connections.	<input checked="" type="checkbox"/>	<u>Clean</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"/>	<u>Good</u>
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: