

CERTIFICATION OF WORK

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

FACID/Building: Gaithersburg MD 013 Date of Visit: 6/5/19

Contractor Personnel on Site:

1. Patrick J. Donovan 2. _____

Work Performed:

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

1. 8855, ~~8855~~, 8885, 8931, 8856, 8932, 8887

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 J. Donovan Date: 6/5/19

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 St. Laurent GS-11 Date: 05Jun19

Signed: Tara St. Laurent

E-Mail: Tara.F.St.Laurent.civ@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
EXHAUST FANS

MECHANIC SIGNATURE: DATE: 6/3/19

SITE AND BLDG #: Gaithersburg MD 20878 **LOCATION/RM #:** Bldg #3 **WO#** 8887 **ASSET #** 1186

START TIME: 10:00FINISH TIME: 11:10

ITEM #	DESCRIPTION	TASK COMPLETED		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"/>	<input checked="" type="checkbox"/>	
2	Schedule shutdown with operating personnel, as needed.	<input checked="" type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	
				TO BE PERFORMED AT THE END OF INSPECTION/REVIEW
1	Clean unit, especially fan blades.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>done</u>
2	Inspect pulleys, belts, couplings, etc.: adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>all good</u>
3	Perform required lubrication and remove old or excess lubricant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>done</u>
4	Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>done</u>
5	Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>all good</u>
6	Start unit and check for vibration and noise.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>done</u>
7	Remove all trash and debris.	<input checked="" type="checkbox"/>	<input 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: General Maintenance Worker

Additional Notes: