

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

EACID Building: *Upper Marlboro MDOTB* Date of Visit: *1/15/19*

Contractor Personnel on Site:

Patrick Donovan

4.

5.

6.

Work Performed:

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

1. *LIST WOB 7113, 7114 + ~~7085~~ 7085*

6. *Manual gates, Circulating pumps, Overhead doors
Flood lights*

CERTIFICATION OF WORK

To be signed by the Contractor:

Patrick Donovan

Print Name:

Date: *1/15/19*

Signed: *Patrick Donovan*

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: *Patrick L. Rouse C* Date: *2/19/18*

Signed: *Richie L. Rouse*

E-Mail: *richie.l.rouse.s.026@gmail.com*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Upper Marlboro MD 20774

MECHANIC SIGNATURE: John P. Goss

DATE: 1/15/19

LOCATION/RM #: Boiler Room WO# 7113 ASSET # 2036

START TIME: 10:45 FINISH TIME: 11:00

CHECK ITEM	CHECKPOINT DESCRIPTION	TASK COMPLETED		NOTES, ACTIONS, OR COMMENTS
		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 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"/>	<input type="checkbox"/>	
3	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<u>TO BE PERFORMED AT EACH INSPECTION SERVICE</u>				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>done</i>
2	Inspect couplings and check for any pump seal leaks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>No leaks visible</i>
3	Check motor mounts and vibration pads	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>1/4 in line pump</i>
4	Tighten all pump flanges.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>all tight</i>
5	Visually check pump alignment and coupling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Coupling</i>
6	Inspect electrical connections	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>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: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: Upper Marlboro MDots

MECHANIC SIGNATURE: John D. Lee

DATE: 1/15/19

LOCATION/RM #: Exterior **WO#** 7113 **ASSET #** 10381 2039

START TIME: 10:00

FINISH TIME: 10:35

CHECK POINT	CHECKPOINT 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.	✓		
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.	✓		
TO BE PERIODICALLY CHECKED/INSPECTED BY INSPECTION SERVICE				
CABIN				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	✓		<i>Good</i>
2	Check all locking devices. Lubricate as required.	✓		<i>Good</i>
3	Inspect center gate support rollers and lubricate as required.	✓		<i>Good</i>
4	Clean roller track of any debris.	✓		<i>Done</i>
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	✓		<i>Good</i>
6	Check for any obstructions that retard full swing or movement of the gate.	✓		<i>All Clear</i>
7	Check that shrubs and trees are pruned clear of gate.		✓	<i>Good</i>
8	Check hold open devices for proper operation. Lubricate as required.		✓	<i>Slide Gate/Swing gate no hold open devices found</i>

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETION		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED, NO PROVIE EXPLANATION)
		YES	NO	
1	Check posts and corner posts, support guys, and horizontal bars between each support post.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Good
2	Check wire and anchor point; re-stretch and re-anchor if necessary.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Good
3	Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Good
4	Treat with galvanized protectant where rust has developed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Rust Visible
5	If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Good
6	Check that shrubs and trees are pruned clear of fencing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Good

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To be performed by: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST MANUAL/AUTOMATIC OVERHEAD DOORS

SITE AND BLDG #: Upper Marlboro MD016

SIGNATURE

DATE: 11/15/16

LOCATION/RM #: kitchen & bath WO# 7113 ASSET # 2041420462
204

START TIME: 9:20

FINISH TIME: 9:55

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		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.	✓	—	
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	Check with door operating personnel for any known deficiencies.	✓	—	
2	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	✓	—	Good
3	If applicable, operate with power from start to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	✓	—	None (Good)
4	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	✓	—	N/A
5	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains, sprockets, clutch, etc.	✓	—	None located
6	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	✓	—	Good
7	If applicable, inspect gear box, change or add oil as required.	✓	—	All good
8	Perform required lubrication. Remove old or excess lubricant.	✓	—	Good
9	Clean unit and mechanism thoroughly. Touch up paint where required.	✓	—	None
10	Clean up and remove all debris.	✓	—	None

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.

Additional Notes: ~~Asset # 3040 T3~~

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Asset # 2040 Dr. V Hall: door marks: ~~front~~

204) located in kitchen page 1 of 1
2042 } Kitchen Condensed &
Shuttered