

CERTIFICATION OF WORK

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

FACID/Building: Upper Marlboro MD014 Date of Visit: 5/21/19

Contractor Personnel on Site:

1. Patrick Donovan 2. _____

Work Performed:

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

1. 8466, 8517, 8548, 8466, 8518, Flood lights, Water Heater, Sump Pump, AHU (Filters + PM's) Dehumidifier Freezer,
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: 5/21/19

Signed: [Signature]

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: Parker Richard Date: 20/90521

Signed: [Signature]

E-Mail: Richard.L.Parker@macdonald.com

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST AIR HANDLER

SITE AND BLDG #: Upper Marlboro MD 20716 MECHANIC SIGNATURE: [Signature] DATE: 5/22/19
 LOCATION/RM #: Bldg #2 WO# 8518 ASSET # 2045AHB START TIME: 11:55 FINISH TIME: 12:15

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETED, INDICATE "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 to.	☒		
2	Remove power at Drive or at Breaker Panel. Verify with tester or meter that power has been removed. Install lock out tag out if servicing alone or in confined space for safety precautions.	☒		
TOTAL PERFORMED AND INSPECTION SERVICE				
1	Check fan blades and moving parts for cracks and excessive wear.	☒		
2	Check running motor amperatures on all three phases (record in note column) notate L1, L2, and L3 amp draws.	☒		L1 _____ L2 _____ L3 _____ See notes
3	Tighten all electrical connectors/bugs to proper torque.	☒		done
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.	☒		Not Multi-Zone
5	Check bearing collar set screws on fan shaft to make sure they are tight.	☒		done
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.	☒		done
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.	☒		done
8	Lubricate mechanical bearings and connections sparingly.	☒		done
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.	☒		done
10	Check coils for leaking, tightness of fittings.	☒		No leaks detected
11	Use fin comb to straighten coil fins.	☒		done
12	If applicable, clean strainer (annually).	☒		11/14
13	Flush and clean condensate pans and drains, remove all rust prepare metal and paint. Hose down coils and drain pans and wash with an appropriate EPA approved solution approved solution. Treat condensate pans with an EPA approved biocide.	☒		done

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES / ACTIONS (IF TASK COMPLETE, CHECKED NO. PROVIDE EXPLANATION)
		YES	NO	
14	Check belts for wear and cracks, adjust tension or alignment. Replace belts when necessary. Multi-belt drives shall only be replaced with matched sets.	☒	☐	good
15	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.	☒	☐	done
16	Check and test frezezeal for proper operation	☒	☐	good see notes
17	Vacuum interior of unit.	☒	☐	good
18	Check filter doors and access doors for proper gasketing and air leaks. Correct as necessary.	☒	☐	done
19	Lubricate fan shaft bearings while unit is running. Add grease slowly until slight bleeding is noted from the seals. Do not over lubricate. Remove old or excess lubricant.	☒	☐	done
20	Clean up work area.	☒	☐	done

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:

All units not in use due to building being vacated