

CERTIFICATION OF WORK

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

FACID/Building: Upper Marlboro MD 20772 Date of Visit: 7/8/19

Contractor Personnel on Site:

1. Patrick Donovan

2.

Work Performed:

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

1. 9051, 9542, 9514, 9543

Fences, Overhead doors, Circulating Pump, Flood lights

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: 7/8/19

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: Jason Gavin AFOS Date: 7/8/19

Signed: [Signature]

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #:	<u>Upper Marlboro MD 20116</u>		
LOCATION/RM #:	<u>Boiler Room</u>	WO#	<u>1235</u>
ASSET #	<u>2036</u>		
MECHANIC SIGNATURE:	<u>John R. S.</u>		
DATE:	<u>7/8/19</u>		
START TIME:	<u>11:35</u>		
FINISH TIME:	<u>11:50</u>		

Task	Completed	Notes	Comments
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"/>		
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"/>		
4 Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	<input checked="" type="checkbox"/>	<i>clean</i>	
5 Inspect couplings and check for any pump seal leaks.	<input checked="" type="checkbox"/>	<i>no leaks visible</i>	
6 Check motor mounts and vibration pads	<input checked="" type="checkbox"/>	<i>in line pump. All good</i>	
7 Tighten all pump flanges.	<input checked="" type="checkbox"/>	<i>done/good</i>	
8 Visually check pump alignment and coupling	<input checked="" type="checkbox"/>	<i>in line pump/good</i>	
9 Inspect electrical connections	<input checked="" type="checkbox"/>	<i>all 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 Westfield, MDR006*

LOCATION/RM #: Resinettown WO# 9542 ASSET# 20384

MECHANIC
SIGNATURE: John Doe DATE: 7/8/19
START TIME: 11:05 FINISH TIME: 11:30

CHECKPOINT 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.	/		
3	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	/		
4	Check all locking devices. Lubricate as required.	/		
5	Inspect center gate support rollers and lubricate as required.	/		
6	Clean roller track of any debris.	/		
7	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	/		
8	Check for any obstructions that retard full swing or movement of the gate.	/		
	Check that shrubs and trees are pruned clear of gate.	/		
	Check hold open devices for proper operation. Lubricate as required.	4/4		No hold open devices present

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	Check posts and corner posts, support guys and horizontal bars between each support post.		<input checked="" type="checkbox"/>	
2	Check wire and anchor point; re-stretch and re-anchor if necessary.		<input checked="" type="checkbox"/>	
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"/>	
4	Treat with galvanized protectant where rust has developed.		<input checked="" type="checkbox"/>	
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"/>	
6	Check that shrubs and trees are pruned clear of fencing	<input checked="" type="checkbox"/>		

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
MANUAL/AUTOMATIC OVERHEAD DOORS

SITE AND BLDG #: Upper Mackboro M7006

LOCATION/RM #: Ball Hall **WO#** 9542 **ASSET #** 2040

MECHANIC SIGNATURE: Jeff Hoss **DATE:** 7/8/19

START TIME: 10:00 **FINISH TIME:** 10:40

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.	<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	Check with door operating personnel for any known deficiencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Clean</i>
4	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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Clean/grease</i>
5	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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>close/grease</i>
6	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>close/grease</i>
7	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains, sprockets, clutch, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>close/grease</i>
8	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>close/grease</i>
9	If applicable, inspect gear box, change or add oil as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Test Drive Gear Box</i>
10	Perform required lubrication. Remove old or excess lubricant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Clean</i>
	Clean unit and mechanism thoroughly. Touch up paint where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Clean</i>
	Clean up and remove all debris.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Clean</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: