

## CERTIFICATION OF WORK

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

FACID/Building: *Riverdale MDCB* Date of Visit: *8/8/19*

Contractor Personnel on Site:

1. *Patrick Donovan* 2.

### Work Performed:

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

1. *9647, 100 88* *Air Handlers, Water Heater, PhotoCell*

### 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: *8/8/19*

Signed: *Patricia*

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: *8/8/19*

Signed: *Jason S.*

E-Mail:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
LIGHTING, OUTSIDE

**SITE AND BLDG #:** *Ricardale* **WO#** *10088* **ASSET #** *1550*

**MECHANIC SIGNATURE:** *[Signature]* **DATE:** *8/8/19*

**LOCATION/RM#:** *Exterior* **START TIME:** *12:45* **FINISH TIME:** *1:10*

Exterior			
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	Schedule and coordinate work with operating personnel.	<input checked="" type="checkbox"/>	
3	Follow lock out/tag out procedures at all times. De-energize or discharge all by hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>	
4	Open and tag switch.	<input checked="" type="checkbox"/>	<i>Done</i>
5	Inspect visual condition of wiring. Look for evidence of overheating.	<input checked="" type="checkbox"/>	<i>Done</i>
6	Check for proper light operation.	<input checked="" type="checkbox"/>	<i>Done</i>
7	Test operation of automatic switches/ time clock/ <u>photocells</u> if applicable.	<input checked="" type="checkbox"/>	<i>Photocell works great</i>
8	Inspect light pole and mounting devices for deficiencies.	<input checked="" type="checkbox"/>	<i>Done</i>
9	For any noted deficiency, takes pictures and open corrective maintenance ticket.	<input checked="" type="checkbox"/>	<i>Done</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**  
**DOMESTIC HOT WATER HEATER - GAS**

**SITE AND BLDG #:** *Riverdale M200*      **LOCATION/RM #:** *Mechanical WO# 10088 Room*

**MECHANIC SIGNATURE:** *[Signature]*      **DATE:** *8/8/19*

**START TIME:** *10:30*      **FINISH TIME:** *10:55*

Task	Completed	Notes
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 Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	<input checked="" type="checkbox"/>	
4 Do not allow any open flames around equipment.	<input checked="" type="checkbox"/>	
1 Attach drain hose. Drain several gallons from tank to remove sediment.	<input checked="" type="checkbox"/>	<i>Done</i>
2 Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	<input checked="" type="checkbox"/>	<i>Done/Good</i>
3 Check all connections - electric, gas and water. Tighten as necessary.	<input checked="" type="checkbox"/>	<i>Done/Good</i>
4 Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at minimum value required for all uses.	<input checked="" type="checkbox"/>	<i>Done/Good</i>
5 Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.	<input checked="" type="checkbox"/>	<i>Flush several gallons</i>
6 Clean sight glasses on tanks.	<input checked="" type="checkbox"/>	<i>Clean</i>
7 Clean strainer, check condition of traps. Report and repair leaks.	<input checked="" type="checkbox"/>	<i>Clean</i>
8 Clean pump, controls, switches and starters. Check operation of pump and condition of pump seal or packing, and replace as required.	<input checked="" type="checkbox"/>	<i>Pump</i>
9 If applicable. Remove and inspect Anode, replace if necessary	<input checked="" type="checkbox"/>	<i>Good</i>
10 Clean up work area and remove trash.	<input checked="" type="checkbox"/>	<i>Done</i>

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To be performed by: General Maintenance Worker

**Additional Notes:**