

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

FACID Building: *Riverdale MD020* Date of Visit: *12/14/18*

Contractor Personnel on Site:

1. *Patrick Donovan*

4.

2.

5.

3.

6.

Work Performed:

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

- 1. FIST WOR *6784, 6800, 6785* Hot Water
- 2. Pumps, Grease Trap, Baseboard radiators, Electric Heater, Fan Coils, overhead exhaust removal, Infrared Radiant
- 3. Heaters

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: *Patrick Donovan*

Date: *12/14/18*

Signed: *[Signature]*

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: *BRITTANY MARIE PRATT /SGT* Date: *2018 Q14*

Signed: *[Signature]*

E-Mail: *brittany.m.devlin.mil@mail.mil*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VEHICLE EXHAUST REMOVAL

SITE AND BLDG #: *Riverville MD 2020*

MECHANIC SIGNATURE: *[Signature]*

DATE: *12/10/18*

LOCATION/RM #: *Blg #2 wo# 6785 ASSET # 1552*

START TIME: *2:15*

FINISH TIME: *2:35*

CHECK POINT	DEFICIENCY DESCRIPTION	PENALTY		NOTES / ACTIONS
		TEST	REPAIR	
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.			<i>Supplemental Maint. Rec.</i>
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	Start and stop fan with local switch	<i>✓</i>		<i>Test</i>
2	Check motor and fan shaft bearings for noise, vibration, overheating, lubricate bearings.	<i>✓</i>		<i>Good</i>
3	Inspect, adjust belts and pulleys. Replace belt as needed.	<i>✓</i>		<i>Belts good</i>
4	Clean dampers; lubricate pivot points (annually) and inspect linkages for tightness	<i>✓</i>		<i>Clean</i>
5	Inspect fan for bent blades, unbalance, excessive noise and vibration.	<i>✓</i>		<i>Clean</i>
6	Clean fan as needed.	<i>✓</i>		<i>Clean</i>
7	Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks.	<i>✓</i>		<i>Clean</i>
8	Repair as needed			

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:

Blg 2 is used as storage. fan works fine.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: Riverdale MD 2020

LOCATION/RM #: Blg #2 WO# 6785 ASSET # 2091

MECHANIC
SIGNATURE: J. B. JONES

DATE: 12/10/18

START TIME: 7:45

FINISH TIME: 8:15

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	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	For gas/oil heaters:		
	1. Remove access panels if applicable.		
	2. Check the fire box liner or refractory for cracks and leaks.		
	3. Check all gas lines for leaks. Repair as needed.		
2	Clean dirt from heater. Vacuuming is preferred.	/	Good
3	Check operation of gas valve.	/	Good
4	Check for gas leaks.	/	No leaks detected
5	Check operation of thermostat.	/	Good
6	If applicable, replace primary air intake filter.	/	OK
7	As needed, clean spark electrode and reset gap. replace if necessary.	/	None/Good
8	Inspect flue pipe and connections.	/	Good
9	If applicable, inspect and clean outside air blower and blower intake.	/	Good
10	Inspect unit for proper operation.	/	Good
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	/	OK
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:			

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: