

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

FacID Building: **MD020 Riverdale** Date of Visit: **1/11/19**

Contractor Personnel on Site:

Patrick Donovan

8

6

4.

5.

6.

Work Performed:

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

1. **LIST WORK 7117 + 7118**

6. **Gates + overhead doors + filters**

8

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: **Patrick Donovan**

Date: **1/11/19**

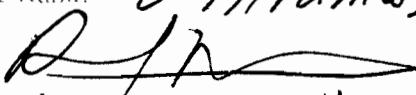
Signed: 

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:

Williams, David Date: **1/11/19**

Signed: 

E-Mail:

David.C.Williams.2.mil@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
 MANUAL/AUTOMATIC OVERHEAD DOORS

SITE AND BLDG #: *Truckale MD20*

LOCATION/RM #: *Bldg 2* WO# *7118* ASSET # *See notes*

MECHANIC SIGNATURE: *[Signature]* DATE: *1/19/19*

START TIME: *9:00* FINISH TIME: *10:15*

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"/>	<i>Signed & Cleared all Maintenance Tags.</i>
1	Check with door operating personnel for any known deficiencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Good</i>
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Good / See notes</i>
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>All good / See notes</i>
4	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>No Safety devices on doors</i>
5	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains, sprockets, clutch, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Cleared</i>
6	If applicable, examine all wiring, motor, starter, push button, etc. blow out or vacuum if needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Good / See notes</i>
7	If applicable, inspect gear box, change or add oil as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Good</i>
8	Perform required lubrication. Remove old or excess lubricant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Good</i>
9	Clean unit and mechanism thoroughly. Touch up paint where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Good</i>
10	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: *Asset# 2093 #01*

Not tagged

#04

#03 Door damaged, guide wheels out of track, not operating

Page 1 of 1 *#05 Not in use. Storage coagainside*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG #: Riverdale MD 2020

LOCATION/RM #: Rooms +

START TIME: 9:00

FINISH TIME: 12:00

MECHANIC SIGNATURE: *John Jones*

DATE: 4/11/19

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
Riverdale	6400	1071	PH-SK-				Fan Coil Units	

1 Check, clean, and/or replace both internal and external filters as necessary.

Done

Done

2 Label and Date Filter

Done

Done

3 Did YELLOW Maintenance Tag get Initialed

Done

Done

Changed Filters in Fan Coil Units

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: GMW **Additional Notes:**