

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

FacID Building: *Riverside MD02d* Date of Visit: *4/5/19*

Contractor Personnel on Site:

1. *Pat Donovan* 4.
2. 5.
3. 6.
4. 7.
5. 8.
6. 9.
7. 10.
8. 11.

Work Performed:

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

8. LIST WORK *8217 & 8219 Thermostats*
6.
7.
8.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: *Patrick Donovan* Date: *4/5/19*
Signed: *Pat*

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: *Mr. Telles* Date: *4/5/2019*
Signed: *John Z*
E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

MECHANIC SIGNATURE: 

MECHANIC SIGNATURE:  DATE: 4/4/19

SITE AND BLDG #: *Rancho Madera* LOCATION/RM #: *Bldg#2* WO# *8218* ASSET # *1263*

START TIME: *7:00* FINISH TIME: *8:30*

ITEM	DESCRIPTION	NOTES	INITIALS	INITIALS
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"/>	
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	If FMS (Energy Management System) exists, run the manufacturer's diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		<i>WIA</i>	
4	Review all zone set points at the server.		<i>WIA</i>	
5	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		<i>check good</i>	
6	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		<i>check good</i>	
7	Check time-of-day schedule to confirm consistency with facility operation.		<i>check good</i>	
8	Adjust schedule as needed.		<i>check good</i>	
9	If applicable, replace battery as needed.		<i>check 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: HVAC Technician

Additional Notes: