

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

FACID/Building: *Riversdale MD 020* Date of Visit: *6/14/19*

Contractor Personnel on Site:

1. *Patrick J. Donovan*

2. \_\_\_\_\_

**Work Performed:**

**Preventive Maintenance** - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)  
should be PM WO 8859 rather than 8895

1. *8895, 8892, 8936, 8961, 8937* / *Fan Coils, Exhaust fans, Water tank, Hot water pumps, Radiators, Electric heaters, Vehicle Exhaust, Radiant Heaters*  
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 J. Donovan* Date: \_\_\_\_\_

Signed: *Pat J. Donovan*

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: *NATHAN RIGGINS* Date: *6/14/19*

Signed: *Nathan Riggins*

E-Mail: \_\_\_\_\_

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

FILTER REPLACEMENT

SITE AND BLDG #:

Riverdale MD220

LOCATION/RM#:

Throughput

Blg#1

WO# 8859

MECHANIC

SIGNATURE:



DATE:

6/11/19

START TIME:

8:45

FINISH TIME:

2:30

Task	Completed	Notes
1 Check, clean, and/or replace filters as required.	✓	
2 Initial and Date Filter (if disposable)	✓	done
3 Initial and Date Yellow Maintenance Tag (if applicable)		
<b>2017 Various Sizes 8x24x1 Kitchen/Ceiling Mainted</b>	<b>60</b>	
<b>2013 SX24X1 Kitchen/Ceiling Mainted</b>	<b>1</b>	
<b>2011 Cleanable Filters</b>	<b>15</b>	
<b>2012 Cleanable Filters</b>	<b>1</b>	
<b>2013 Cleanable Filters</b>	<b>1</b>	
<b>2014</b>	<b>8x24x1</b>	

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 Technician

Additional Notes:

Fan coils & mini splits shut down due to Bldg. Vacant. all filters are checked Good & no leaks.