

CERTIFICATION OF WORK

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

FACID/Building: *Riverdale MDO20* Date of Visit: *6/14/19*

Contractor Personnel on Site:

1. *Patrick Donovan* 2. _____

Work Performed:

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

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 Donovan* Date: _____

Signed: *[Signature]*

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 RIGNEY* Date: *6/14/19*

Signed: *Nathan Rigney*

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST UNIT HEATER, INFRARED, RADIANT, GAS

SITE AND BLDG #: Everdale #10000
LOCATION/RM #: Bldg #2 WO# 8932 ASSET # 2091

MECHANIC SIGNATURE: [Signature] DATE: 6/14/19
START TIME: 10:10 FINISH TIME: 10:45

		DATE	TIME
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.	✓	<u>close, okay</u>
2	Clean dirt from heater, vacuuming is preferred.	✓	<u>good</u>
3	Check operation of gas valve.	✓	<u>good</u>
4	Check for gas leaks.	✓	<u>no leaks detected</u>
5	Check operation of thermostat.	✓	<u>good</u>
6	If applicable, replace primary air intake filter.	✓	<u>good</u>
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓	<u>all good</u>
8	Inspect flue pipe and connections.	✓	<u>good</u>
9	If applicable, inspect and clean outside air blower and blower intake.	✓	<u>good</u>
10	Inspect unit for proper operation.	✓	<u>good</u>
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓	<u>good</u>

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: unit not in use due to building vacant + was being used as storage

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST VEHICLE EXHAUST REMOVAL

SITE AND BLDG #:

Riverdale MD 2020

MECHANIC
SIGNATURE:


DATE:

6/14/19

LOCATION/RM #:

8183

WO#

8937 ASSET # 1552

START TIME:

8:45

FINISH TIME:

10:05

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.				
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	✓			unit starts
2	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.	✓			all good
3	Inspect, adjust belts and pulleys. Replace belt as needed.	✓			ade
4	Clean dampers; lubricate pivot points (annually) and inspect linkages for tightness.	✓			done
5	Inspect fan for bent blades, unbalance, excessive noise and vibration.	✓			done
6	Clean fan as needed.	✓			done
7	Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks.	✓			all good
8	Repair as needed	✓			done

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:

unit is not in use due to building vacant