

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: 3/13/19

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. ESE WO# 7504, 7644, 7842, 7648, 7739
- 2. Lightning Rod, Grease Trap, Hot water Pumps, Baseboard Radiators
- 3. Electric Heaters, Mini Splits, overhead vehicle Exhaust System,
- 4. Radiant Heaters, Gas heaters

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Donovan

Date: 3/13/19

Signed: Bob Lee

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: Clayton A. White, LTC Date: 20190313

Signed: Clayton A. White

E-Mail: clayton.a.white.mil@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VEHICLE EXHAUST REMOVAL

SITE AND BLDG #: *Riverdale MTA*

MECHANIC SIGNATURE: *John* DATE: *3/2/19*

LOCATION/RM #: *Blk #2* WO# *7648* ASSET # *1552*

START TIME: *9:00* FINISH TIME: *9:25*

CHECK LIST	CHECK FOR DEFICIENCY	TASK COMPLETED	NOTES/ACTIONS		
			YES	NO	IF YES, COMPLETE THIS INFORMATION
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	✓			<i>Closed</i>
2	Check motor and fan shaft bearings for noise, vibration, overheating, lubricate bearings.	✓			<i>done / good</i>
3	Inspect, adjust belts and pulleys. Replace belt as needed.	✓			<i>done</i>
4	Clean dampers, lubricate pivot points (annually) and inspect linkages for tightness.	✓			<i>closed</i>
5	Inspect fan for bent blades, unbalance, excessive noise and vibration.	✓			<i>closed</i>
6	Clean fan as needed.	✓			<i>done</i>
7	Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks.	✓			<i>done</i>
8	Repair as needed	✓			<i>done</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:

Not in use

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #:

Building 4020

LOCATION/RM #: *Bldg 4020 WO# 7648 ASSET # 2091*

MECHANIC SIGNATURE:

John Hines

DATE: *3/13/19*

START TIME: *11:10*

FINISH TIME: *12:15*

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.	<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"/>	
1	For gsa/oil heaters:		
	1. Remove access panels if applicable.	<input checked="" type="checkbox"/>	
	2. Check the fire box liner or refractory for cracks and leaks.	<input checked="" type="checkbox"/>	<i>done/good</i>
	3. Check all gas lines for leaks. Repair as needed.	<input checked="" type="checkbox"/>	
2	Clean dirt from heater. Vacuuming is preferred.	<input checked="" type="checkbox"/>	<i>done/good</i>
3	Check operation of gas valve.	<input checked="" type="checkbox"/>	<i>done/good</i>
4	Check for gas leaks.	<input checked="" type="checkbox"/>	<i>no leaks detected</i>
5	Check operation of thermostat.	<input checked="" type="checkbox"/>	
6	If applicable, replace primary air intake filter.	<input checked="" type="checkbox"/>	<i>4/4</i>
7	As needed, clean spark electrode and reset gap; replace if necessary.	<input checked="" type="checkbox"/>	
8	Inspect flue pipe and connections.	<input checked="" type="checkbox"/>	<i>done all good</i>
9	If applicable, inspect and clean outside air blower and blower intake.	<input checked="" type="checkbox"/>	
10	Inspect unit for proper operation.	<input checked="" type="checkbox"/>	
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>	<i>done</i>

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To be performed by: HVAC Technician

Additional Notes:

Not in Use