

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

FacID Building: *Rockville MD021* Date of Visit: *1/9/19*

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. *First WOB 7119, 7120, 7121*
2. *Manual Swing Gates, Overhead doors,*

3.
4.
5.
6.
7.
8.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: *Patrick I. Donovan* Date: *1/9/19*
Signed: *[Signature]*

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: *SJRhoads* Date: *1/9/19*
Signed: *[Signature]*
E-Mail: *stephen.j.rhoads.civ@mail.mil*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: Kochville MDZ

MECHANIC
SIGNATURE: John

DATE: 1/4/19

LOCATION/RM #: Exterior **WO#** 7119 **ASSET #** 5 Notes

START TIME: 9:30

FINISH TIME: 10:30

CHECK POINT	CHECK POINT DESCRIPTION	TASK COMPLETED		NOTES / ACTIONS IN THIS COLUMN, STAFF CAN 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.	✓		
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.	✓		
REPAIR AND MAINTENANCE SERVICES				
GATES				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed. Wiping off excess.	✓		all good
2	Check all locking devices. Lubricate as required.	✓		1 pane No Rollers Manual Gate / Sliding Gate
3	Inspect center gate support rollers and lubricate as required.	✓		No Roller Tracks Manual Gate Sliding Gate
4	Clean roller track of any debris.	✓		
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	✓		all good
6	Check for any obstructions that retard full swing or movement of the gate.	✓		all good
7	Check that shrubs and trees are pruned clear of gate.	✓		all good/clear
8	Check hold open devices for proper operation. Lubricate as required.	✓	1/4	No hold open devices

Asset # 2113 ✓ Good

2114 ✓ Good

2115 ✓ Good

2116 ✓ Good

2117 ✓ Good

2118 only auto Gate on site. all good.

CHECKPOINT POINT	CHECKPOINT DESCRIPTION	TASK COMPLETION		NOTES / ACTIONS IF TASK CANCELLED, CHECK NO PROVIDED EXPLANATION
		YES	NO	
1	Check posts and corner posts, support guys, and horizontal bars between each support post.	/	/	all good
2	Check wire and anchor point; re-stretch and re-anchor if necessary.	/	/	all good
3	Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.	/	/	good
4	Treat with galvanized protectant where rust has developed.	/	/	No Rust Visible
5	If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE).	/	/	No Weeds
6	Check that shrubs and trees are pruned clear of fencing	/	/	all clear

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUAL/AUTOMATIC OVERHEAD DOORS

SITE AND BLDG #: <u>MD21 Rockville</u>		MECHANIC SIGNATURE: <u>J.B. car</u>	DATE: <u>1/4/19</u>
LOCATION/RM #: <u>Sec Notes</u> WO# <u>7119</u> ASSET # <u>Sec Notes</u>		START TIME: <u>10:40</u>	FINISH TIME: <u>11:40</u>

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETION		NOTES/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.			
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.			
3	Check with door operating personnel for any known deficiencies.			
4	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.			
5	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.			
6	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.			
7	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.			
8	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.			
9	If applicable, inspect gear box, change or add oil as required.			
10	Perform required lubrication. Remove old or excess lubricant.			
	Clean unit and mechanism thoroughly. Touch up paint where required.			
	Clean up and remove all debris.			

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:

Ass#2119 (Ball Hall)

2120 (Kitchen)