

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: *11/7/18*

Contractor Personnel on Site:

1 *Patrick Donovan* 4.
2.
3.
6. 5.
7.
8.

Work Performed:

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

✓ *LIST WOM 6356, 6389, 6357 + 6390*
6 *Ice makers, Refrigerators, Water Heaters, Air Handlers,*
Condensing units, dehumidifier, Furnace.
8.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: *Patrick Donovan* Date: *11/7/18*
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: *Baricanoza, Maria SGT* Date: *20181107*
Signed: *[Signature]*
E-Mail: *maria.e.baricanoza.mil@mail.mil*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MAKE UP AIR UNIT - HEATING/COOLING

SITE AND BLDG #: Rockville MD021

MECHANIC SIGNATURE: John L. case

DATE: 11/6/18

LOCATION/RM #: Blg 2 **WO#** 6390 **ASSET #** 2122

START TIME: 11:40

FINISH TIME: 12:05

ITEM	DESCRIPTION	NOTES
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	Schedule shutdown with operating personnel	<input checked="" type="checkbox"/>
3	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"/>
4	Check thermostat settings to ensure the cooling and heating systems are operating correctly	<input checked="" type="checkbox"/>
5	Tighten all electrical connections and measure voltage and current on motors.	<input checked="" type="checkbox"/>
6	Check filters and clean or replace as necessary.	<input checked="" type="checkbox"/>
7	Lubricate all moving parts.	<input checked="" type="checkbox"/>
8	Check and inspect the condensate drain in your central air conditioner, furnace and/or heat pump (when in cooling mode).	<input checked="" type="checkbox"/>
9	Check controls of the system to ensure proper and safe operation. Check the starting cycle of the equipment to assure the system starts, operates, and shuts off properly.	<input checked="" type="checkbox"/>
10	Clean evaporator and condenser air conditioning coils.	<input checked="" type="checkbox"/>
11	Clean and adjust blower components to provide proper system airflow	<input checked="" type="checkbox"/>
12	Check all gas (or oil) connections, gas pressure, burner combustion and heat exchanger.	<input checked="" type="checkbox"/>

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

SITE AND BLDG #: Kekaha KDOA

MECHANIC SIGNATURE: J. B. H. DATE: 11/15/18

LOCATION/RM #: Bldg 2 WO# 6390 Ass't 203

START TIME: 11:20 FINISH TIME: 11:35

12/24/2011		12/24/2011	12/24/2011
1	Check, clean, and/or replace both internal and external filters as necessary.	✓	
2	Label and Date Filter	✓	
3	Did YELLOW Maintenance Tag get Initiated	✓	
4	Did all High Asset Filters get Changed	✓	
12/24/2011		✓	Signed + dated

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: GMW **Additional Notes:**