

CERTIFICATION OF WORK

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

FACID/Building: Rockville MD021 Date of Visit: 8/12/19

Contractor Personnel on Site:

1. Patrick Donovan

2. _____

Work Performed:

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

1. 10090, 10089, 9648 Hot water heaters, Filters, Ice maker, Refrigerators.

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: 8/12/19

Signed: Patrick 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: MSG Cintron, Jennifer Date: 12AUG19

Signed: Jennifer M. Cintron
E-Mail: Jennifer.M.Cintron.M1@ma.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

ICE MAKER

SITE AND BLDG #: Rockville MD21

LOCATION/RM #: Kitchen **WO#** 10089 **ASSET #** 1553

MECHANIC
SIGNATURE: ta

DATE: 8/12/19

START TIME: 9:30 **FINISH TIME:** 9:55

ITEM	DESCRIPTION	STATUS
1	Review manufacturer's instructions.	✓
2	De-energize, lock out, and tag electrical circuits.	✓
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.	✓
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	✓
5	Only approved cleaning chemicals shall be used.	
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	✓
2	Visually check for refrigerant, oil and water leaks.	✓
3	Inspect ice condition/size.	✓
4	As needed, drain and clean unit with proper ice machine cleaning solution.	✓
5	Check date on water filter. Replace as needed. Water filters should be changed annually at a minimum.	✓ <i>Good</i> <i>Good</i> <i>Good</i> <i>done within 2 mos.</i>
6	Check and tighten any loose screw-type electrical connections.	✓ <i>done</i>
7	Check all controls; adjust if necessary.	✓ <i>done</i>
8	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.	✓ <i>done/adjust</i>
9	Check and clear ice machine draining system (drain vent, strainer, trap).	✓ <i>done/adjust</i>
10	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.	✓ <i>done/adjust</i>
11	Clean motor, compressor, and condenser coil.	

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
REACH-IN REFRIGERATORS/ FREEZERS

SITE AND BLDG #: Kokville **MD#:** MD21

**MECHANIC
SIGNATURE:** L. J. Lee

DATE: 8/12/11

START TIME: 7:00

FINISH TIME: 9:25

ITEM	DESCRIPTION	INSPECTED	NOTES
1	Review manufacturer's instructions.	✓	
2	De-energize, lock out and tag electrical circuits.	✓	
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.	✓	
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	✓	
5	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and to all labels on refrigerant containers.	✓	
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	✓	all good
2	Verify indicator light on; check compartment temperature.	✓	good 38°
3	Examine evaporator for proper clearances/slope and air flow.	✓	good
4	Examine handles, hinges and tightness of door closure.	✓	good
5	Examine safety door release and fan shut down safety switch.	✓	good
6	Inspect lighting for burnt out lamps.	✓	good
7	Check starter panels and controls for proper operation, burned or loose contacts, and loose connections.	✓	good
8	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).	✓	good all good/none none
9	Clean condenser coil and condensing unit section.	✓	good
10	Clean and inspect defrost evaporation trays/pans.	✓	good
11	Inspect defrost systems for proper operation, including timer; adjust as required. Have automatic defrosters adjusted as required so freezer will defrost during "Off Peak" hours	✓	good
12	Check operation of thermostats; calibrated as required.	✓	good
13	Check coil superheat and adjust to manufacturers recommendations.	✓	good
14	Inspect and service all electric motors.	✓	good

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DOMESTIC HOT WATER HEATER - GAS

SITE AND BLDG #: Rockville MD021

MECHANIC SIGNATURE: Pat Pace

DATE: 8/12/19

LOCATION/RM #: Mechanical Rm. **WO#** 10089 **ASSET #** 1555

START TIME: 10:35

FINISH TIME: 11:10

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	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"/>
3	Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	<input checked="" type="checkbox"/>
4	Do not allow any open flames around equipment.	<input checked="" type="checkbox"/>
1	Attach drain hose. Drain several gallons from tank to remove sediment.	<input checked="" type="checkbox"/> <i>Done</i>
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	<input checked="" type="checkbox"/> <i>Done/ good</i>
3	Check all connections - electric, gas and water. Tighten as necessary.	<input checked="" type="checkbox"/> <i>done</i>
4	Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at minimum value required for all uses.	<input checked="" type="checkbox"/> <i>good</i>
5	Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.	<input checked="" type="checkbox"/> <i>done/good</i>
6	Clean sight glasses on tanks.	<input checked="" type="checkbox"/> <i>done</i>
7	Clean strainer, check condition of traps. Report and repair leaks.	<input checked="" type="checkbox"/> <i>done/good</i>
8	Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.	<input checked="" type="checkbox"/> <i>done</i>
9	If applicable. Remove and inspect Anode, replace if necessary	<input checked="" type="checkbox"/> <i>not</i>
10	Clean up work area and remove trash.	<input checked="" type="checkbox"/> <i>done</i>

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To be performed by: General Maintenance Worker

Additional Notes: