

## CERTIFICATION OF WORK

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

FACID/Building: Rockville MD 001 Date of Visit: 3/11/20

Contractor Personnel on Site:

1. Patrick Donovan

2.

Work Performed:

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

1. 11813, 11857, 11876, 11897, 11858, 11877 Fan coil units, Filters, Hot water pumps, Expansion Tank, Glycol Feeder, Water Softeners, Heaters, Service Calls – Service Call Number and Description Vehicle Exhaust.

1. CSS#

2. CSS#

3. CSS#

## CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Donovan Date: 3/11/20

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: Richard A. Chuck/ GS09 Date: 11/14/20

Signed: Richard A. Chuck

E-Mail: richard.a.chuck.civ@mail.mil

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**UNIT HEATER, INFRA-RED, RADIANT, GAS**

**SITE AND BLDG #:** Rockville MD 20850

**MECHANIC SIGNATURE:** John S. Soddy **DATE:** 3/6/20

**LOCATION/RM #:** RW119 **WO#** 11876 **ASSET #** 2108

**START TIME:** 2:00 **FINISH TIME:** 2:30

<b>CHECK POINT</b>	<b>CHECKPOINT DESCRIPTION</b>	<b>TASK COMPLETE</b>		<b>NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)</b>
		<b>YES</b>	<b>NO</b>	
1	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.			
2	Clean dirt from heater, vacuuming is preferred.	✓		Done
3	Check operation of gas valve.	✓		Done
4	Check for gas leaks.	✓		Done
5	Check operation of thermostat.	✓		Done
6	If applicable, replace primary air intake filter.	✓		Done
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓		Done
8	Inspect flue pipe and connections.	✓		Done
9	If applicable, inspect and clean outside air blower and blower intake.	✓		Done
10	Inspect unit for proper operation.	✓		Done
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		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: HVAC Technician

**Additional Notes:**