

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

FACID Building: *Rockville MPO21*

Date of Visit: *12/19/18*

Contractor Personnel on Site:

1. *Patrick Donovan*

4.

5.

5.

6.

6.

Work Performed:

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

8. LIST WORK: *6786, ~~6785~~ 6801, 6787*

6. *Grease Trap, Hot water pumps, Expansion Tank, Glycol feeder, Water Softener, Radiant Heaters, Door Heaters*

8. *fan Coils, Vehicle Exhaust.*

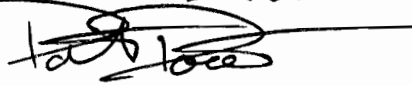
CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: *Patrick Donovan*

Date: *12/19/18*

Signed



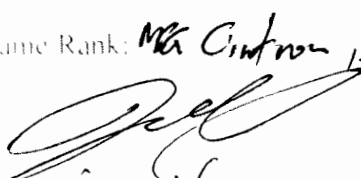
To be signed by Facility Manager or Government Official

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: *Mr. Cinton, Jennifer*

Date: *12/19/18*

Signed



E-Mail

jennifer.m.cinton.m.1@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **FAN COIL UNIT/ DUCTLESS MINI SPLIT**

SITE AND BLDG #:

Rockville MP021

MECHANIC
SIGNATURE:

[Signature]

DATE:

12/19/18

LOCATION/RM #:

Throughout Bldg

WO#

6801

ASSET #

552

START TIME:

9:00

FINISH TIME:

2:30

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"/>			<i>all good</i>
2	Schedule shutdown with operating personnel, as needed.	<input checked="" type="checkbox"/>			<i>done</i>
3	As needed, de-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.	<input checked="" type="checkbox"/>			<i>all tight</i>
4	Check fan blades for dust buildup and clean if necessary.	<input checked="" type="checkbox"/>			<i>Good</i>
5	When applicable, check fan blades and moving parts for cracks and excessive wear.	<input checked="" type="checkbox"/>			<i>Good</i>
6	Tighten all electrical connectors to proper torque as needed.	<input checked="" type="checkbox"/>			<i>Good</i>
7	Check that the fan runs properly in all speeds as applicable.	<input checked="" type="checkbox"/>			<i>Good</i>
8	Check dampers and rotating auto diffusers for dirt accumulations, clean as necessary. Check felt, repair or replace as necessary.	<input checked="" type="checkbox"/>			<i>Good</i>
9	Check damper actuators and linkage for proper operation as applicable. Adjust linkage on dampers if out of alignment.	<input checked="" type="checkbox"/>			<i>Good</i>
10	Lubricate mechanical connections of dampers sparingly as applicable.	<input checked="" type="checkbox"/>			<i>Good</i>
11	Check the valve(s) for signs of leakage and proper operation. If leak is detected, submit a U/E.	<input checked="" type="checkbox"/>			<i>Good</i>
12	Clean coils by brushing, blowing, vacuuming, or pressure washing.	<input checked="" type="checkbox"/>			<i>Good</i>
13	Check coils for leaking, tightness of fittings.	<input checked="" type="checkbox"/>			<i>Good</i>
14	Use fin comb to straighten coil fins as needed.	<input checked="" type="checkbox"/>			<i>Good</i>
15	Check belts for wear and cracks, adjust tension or alignment as applicable.	<input checked="" type="checkbox"/>			<i>Good</i>
16	Replace belts when necessary.	<input checked="" type="checkbox"/>			<i>Good</i>
17	Check rigid couplings for alignment on direct drives, and for tightness of assembly.	<input checked="" type="checkbox"/>			<i>Good</i>
18	Vacuum interior of unit.	<input checked="" type="checkbox"/>			<i>Good</i>

Signed & dated all Maint Record

TGS

15	Check filter door for proper gasketing and air leaks. (Correct as necessary.)	✓			Good
16	Change the filter as needed with the correct size and type filter.	✓			Replaced all filters
17	Insure that drain(s) are clear and running.	✓			all clear
18	Clean up work area.	✓			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: General Maintenance Worker

Additional Notes:

Asset # 2105 #1-#74 ✓
2109 ✓