

CERTIFICATION OF WORK

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

FACID/Building: Rockville MD 2021 Date of Visit: 5/10/19

Contractor Personnel on Site:

1. Patrick Donovan 2. _____

Work Performed:

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

1. 8490, 8521, 8552, 8491, 8522, 8553, AHV's, Dehumidifier, Water Heater
Condensing Units, Furnace.

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: 5/10/19

Signed: Patrick

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: Stephen J. Rhoads Date: 5/11/19

Signed: Stephen J. Rhoads

E-Mail: stephen.j.rhoads.civ@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
OUTDOOR CONDENSING UNIT

SITE AND BLDG #: *Rockville MD 20852*

LOCATION/RM #: *Building 2 WO# 85522 ASSET # 2122*

MECHANIC SIGNATURE: *[Signature]* DATE: *5/9/19*

START TIME: *8:00* FINISH TIME: *8:15*

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 outage of unit with personnel in area the unit serves.	<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	If disposal of the equipment is required, follow regulations concerning removal of refrigerants and disposal of the unit.	<input checked="" type="checkbox"/>		
1	Remove debris from air screen and clean underneath unit.	<input checked="" type="checkbox"/>		<i>Clean</i>
2	Wash coil with coil cleaning solution - Rinse thoroughly	<input checked="" type="checkbox"/>		<i>Clean</i>
3	Straighten fin tubes with fin comb, as needed.	<input checked="" type="checkbox"/>		<i>Clean</i>
4	Check electrical connections for tightness.	<input checked="" type="checkbox"/>		<i>Clean</i>
5	Check mounting base for tightness.	<input checked="" type="checkbox"/>		<i>Clean</i>
6	Inspect fans for bent blades, unbalance, excessive noise and vibrations.	<input checked="" type="checkbox"/>		<i>Clean</i>
7	Inspect all piping for leaks and tighten loose connections.	<input checked="" type="checkbox"/>		<i>Good, Leaks visible</i>
8	Check wires at condenser electrical fused safety switches for tightness and burned insulation. Repair as necessary.	<input checked="" type="checkbox"/>		<i>all good</i>
9	Check supply air temperature to ensure unit is operating properly. If possible record room temperature.	<input checked="" type="checkbox"/>		<i>Good 74°</i>
10	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>		<i>all good</i>
11	Clean up work area.	<input checked="" type="checkbox"/>		<i>Clean</i>

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

FURNACE

ACTIVITY AND BLDG #: Rockville MD 20741

LOCATION/RM #:Bldg #2WO# 8522ASSET # 2123

MECHANIC SIGNATURE: Jeff Stas **DATE:** 9/8/19

START TIME: 11:00 **FINISH TIME:** 14:30

Task	Description	Start Time	End Time
1	Review manufacturer's instructions.		
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	Remove furnace ends and access panels if applicable.	✓	done
4	Check the fire box liner or refractory for cracks and leaks.	✓	done
5	Check smoke stack for obstructions, leaks, etc.	✓	done
6	Clean bottom of smoke stack (breaching).	✓	done
7	Clean all fans and motors.	✓	done
8	Check operation of controls and safeties.	✓	done
9	Lubricate as required.	✓	done
10	Check and clean plenum (clean cooling coils and check for leaks, if applicable).	✓	done
11	Replace furnace and access panels ends if removed.	✓	done
12	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓	done
	Treat all rusted areas with rust inhibitor and touch up paint.	✓	done
	Remove lock outs and tags. Restore fuel and power supply.	✓	done

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To be performed by: HVAC Technician

Additional Notes: