

### CERTIFICATION OF WORK

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

FACID/Building: *White Plains MD066* Date of Visit: *2/24/20*

Contractor Personnel on Site:

1. *Patrick Donovan* 2.

#### Work Performed:

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

1. *11686, 11694, 11695, 11698, 11711, 11712*

**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: *2/24/20*

Signed: *[Signature]*

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: *Marlene Edger CPT*

Date: *24 Feb/20*

Signed: *[Signature]*

E-Mail:

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST FILTER REPLACEMENT

SITE AND BLDG #:

Rockville MDock

MECHANIC  
SIGNATURE:


DATE:

2/14/20

LOCATION/RM #:

All over Building WO# 1686

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO	
1	Check, clean, and/or replace filters as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Initial and Date Filter (if disposable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Initial and Date Yellow Maintenance Tag (if applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ASSET #	SIZE	QTY		NOTES/ACTIONS
101-166	Record Size: 18x18x1	65		all filters changed
176	20x20x2	6		
186	20x20x4	16		
286	20x20x2	1		
287	Cut to HT	4		
321	18x20x1			
325	(3) 20x20x2, 16x20x2 (3)	6		
NOTE: Any AHU with outside air - Filter gets replaced Quarterly				
All other filters get replaced annually But inspected Quarterly				

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 Technician

Additional Notes: