

## 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: *F. B. S.*

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: *Martine Edgen CPT* Date: *24 Feb 20*

Signed: *2/24/20*

E-Mail:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**VAV BOX**

SITE AND BLDG #: *WataPhines MD066*

MECHANIC SIGNATURE: *Tom J. Davis*

DATE: *2/24/20*

LOCATION/RM #: *Thermal Bldg* WO# *11712* ASSET # *246-247*  
*248 -274*

START TIME: *8:30*

FINISH TIME: *1:30*

<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	If EMS system permits, check that the operating controls activate damper per design specifications.-	✓		Record CFM AIR FLOW <i>300</i>
2	If required, check damper linkage for tightness and lightly lubricate.	✓		<i>Done</i>
3	If required, inspect dampers for free movement.	✓		<i>Done</i>
4	If required, inspect actuators for tightness to mounting brackets.	✓		<i>Done</i>
5	As needed, tighten electrical connections to servo motor.	✓		<i>Done</i>
6	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		<i>Done</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:**

*No Alarms on any of the VAV, VEV, CAV or CEU Boxes*