

ATTACHMENT J-0200000-05  
FORMS

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

FACID/Building: Phase

Date of Visit: 4/9/19

Contractor Personnel on Site:

1. Tony Lazarus
2. Scott Werry
3. Gary Bartzel

- 4.
- 5.
- 6.

Work Performed:

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

1. 8244
2. 8289
3. \_\_\_\_\_
4. \_\_\_\_\_

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Gary Bartzel Date: 4-9-19

Signed: Gary Bartzel

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: Cpt Sean, Abby Date: 4-9-19

Signed: SEA

E-Mail: abby.c.street.mil1@mon1.mil1

OTHER RECURRING SERVICES CERTIFICATION OF WORK  
(To be completed by the Contractor and saved in the Contractor's CMMS)

FacID/Building: PA 050 Date of Visit: 4/9/19

Contractor Personnel on Site:

1.	<u>Tony</u>	<u>Lazars</u>	4.
2.	<u>Scott</u>	<u>Werry</u>	5.
3.	<u>Gary</u>	<u>Betzell</u>	6.

Work Performed:

Other Recurring Services

1.	<u>8371</u>
2.	
3.	
4.	

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Gary Betzell Date: 4-9-19  
Signed: Gary Betzell

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: Cpt Sweet, Abby Date: 4-9-19  
Signed: AS

E-Mail: abby.sweet.mil@va.gov

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: P1 050 - 01LOCATION/RM #: 116 WO# 8244 ASSET # 5385MECHANIC  
SIGNATURE: Andy ButzDATE: 1/9/19START TIME: 0800FINISH TIME: 0805

ITEMS TO INSPECT	CHECKED/NOTES/DESCRIPTION	PMA COMPLETION		NOTES/ACCTIONS (INCLUDES RECOMMENDED CORRECTIVE ACTION)
		YES	NO	
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.	<input checked="" type="checkbox"/>		
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.	<input checked="" type="checkbox"/>		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.	<input checked="" type="checkbox"/>	<u>n/a</u>	
2	Review all zone set points at the server.	<input checked="" type="checkbox"/>	<u>n/a</u>	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	<input checked="" type="checkbox"/>		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	<input checked="" type="checkbox"/>		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.	<input checked="" type="checkbox"/>		
6	If applicable, replace battery as needed.		<u>n/a</u>	

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: Pr 050-aLOCATION/RM #: 115 WO# 8204 ASSET # 5386MECHANIC  
SIGNATURE:Dave Butz

DATE:

4/9/19

START TIME:

0805

FINISH TIME:

0810

CHECKLIST NUMBER	DESCRIPTION	TASKS COMPLETED		NOTES/ACHIEVEMENTS (IF ANY)
		WHS	INNOVATION	
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.	✓		
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.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.	✓	n/a	
2	Review all zone set points at the server.	✓	n/a	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	✓		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	✓		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.	✓		
6	If applicable, replace battery as needed.	✓	n/a	

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: Pa 050-01  
LOCATION/RM #: 112 WO# 8244 ASSET # 5387

MECHANIC SIGNATURE: Wayne Butz DATE: 4/2/18

START TIME: 0810 FINISH TIME: 0824

ITEMS NUMBER	CHECKPOINT DESCRIPTION	DATE COMPLETED		NOTES/EXPLANATION
		AM/PM	END	
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.		✓	
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.		✓	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		✓/n/a	
2	Review all zone set points at the server.		n/a	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		✓	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		✓	
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		✓/n/a	
6	If applicable, replace battery as needed.		✓/n/a	

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
THERMOSTATS

SITE AND BLDG #:

PA 050-01

MECHANIC  
SIGNATURE:

DATE:

4/9/18

LOCATION/RM #:

112

WO# 844

ASSET #

5388

START TIME: 092-

FINISH TIME: 093-

CHECK ITEM	CHECKED/NOTED/DESCRIPTION	PRACTICALLY PERFORMED		NOTES/ACTIONS (IF NO, GOTO THE DEFECTIVE NO PROVIDED IN ORGANIZATION)
		YES	NO	
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.		/	
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.		/	
<b>TO BE PERFORMED DATE EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/	
2	Review all zone set points at the server.		/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		/	
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		/	
6	If applicable, replace battery as needed.		/	

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: PA 050 -01LOCATION/RM #: 109 WO# 8244 ASSET # 5389MECHANIC  
SIGNATURE:

DATE:

4/8/19START TIME: 082-FINISH TIME: -83-

CHECK ITEM	CHECKPOINT DESCRIPTION	TEST & COMPLETION		NOTES/ACCOMPLISHMENTS (INCLUDE PERTINENT INFORMATION PROVIDED BY MAINTENANCE)
		YES	NO	
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.	<input checked="" type="checkbox"/>		
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.		<input checked="" type="checkbox"/>	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		<input checked="" type="checkbox"/>	
2	Review all zone set points at the server.	<input checked="" type="checkbox"/>		
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	<input checked="" type="checkbox"/>		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	<input checked="" type="checkbox"/>		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.	<input checked="" type="checkbox"/>		
6	If applicable, replace battery as needed.	<input checked="" type="checkbox"/>		

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 discription of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: Pr 650 - 0,  
LOCATION/RM #: 110 WO# 8244 ASSET # 5410

MECHANIC SIGNATURE:

DATE:

4/8/18

START TIME: 0830

FINISH TIME: 0845

ITEM #	DESCRIPTION	PAST COMPLETED		NOTES/EXPLANATION
		YES	NO	
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.		✓	
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.		✓	
<b>TO BE PERFORMED DATE EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		✓	
2	Review all zone set points at the server.		✓	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		✓	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		✓	
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		✓	
6	If applicable, replace battery as needed.		✓	

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: Pr 050-01LOCATION/RM #: 104 WO# 8244 ASSET # 5413MECHANIC  
SIGNATURE: Andy ButchDATE: 4/9/19START TIME: 0845FINISH TIME: 0852

CHECK ITEM	CHECKLIST DESCRIPTION	PARK COMPATIBLE		NOTES/ACTIONS (INCLUDES RECOMMENDATION/PROVIDE DETAILED)
		YES	NO	
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.		✓	
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.		✓	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		✓	
2	Review all zone set points at the server.		✓	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		✓	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		✓	
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		✓	
6	If applicable, replace battery as needed.		✓	

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: Pr 050-a  
 LOCATION/RM #: 153 WO# 8244 ASSET # 5473

MECHANIC  
 SIGNATURE: Mary Beth

DATE: 4/8/19START TIME: 085FINISH TIME: 08-0

ITEM # (CONTINUOUS)	CHECKED/NOT CHECKED DESCRIPTION	TESTED/NOT TESTED YES NO	SPECIAL INSTRUCTIONS		NOTES/EXPLANATION (INCLUDES REASONS FOR REJECTION)
			YES	NO	
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.		/		
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.		/		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>					
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/		
2	Review all zone set points at the server.		/		
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		/		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		/		
6	If applicable, replace battery as needed.		/		

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #:

PA 050 -01

LOCATION/RM #:

102

WO#

ASSET # 5481

MECHANIC  
SIGNATURE:

Kerry Bartho

DATE:

4/8/19

START TIME: 08:00

FINISH TIME:

08:00

CHECK (101801)	CHECKPOINT DESCRIPTION	PASSED (CONTINUE)		NOTES/ACCTIONS (INCLUDES RECOMMENDATION)
		YES	NO	
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.		✓	
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.		✓	
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		✓	
2	Review all zone set points at the server.		✓	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		✓	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		✓	
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.		✓	
6	If applicable, replace battery as needed.		✓	

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:

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**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**THERMOSTATS**

SITE AND BLDG #: PA 050 - 01  
LOCATION/RM #: 122 WO# 8244 ASSET # 5485

MECHANIC SIGNATURE: Mary Berto DATE: 4/9/19  
START TIME: 0800 FINISH TIME: 0820

ITEM #	DESCRIPTION	PASSED (CONTINUE)		NOTES/ACCTIONS (REMARKS CONCERNING THIS PERIODIC MAINTENANCE)
		YES	NO	
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.	<input checked="" type="checkbox"/>		
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.	<input checked="" type="checkbox"/>		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.	<input checked="" type="checkbox"/>		
2	Review all zone set points at the server.	<input checked="" type="checkbox"/>		
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	<input checked="" type="checkbox"/>		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.	<input checked="" type="checkbox"/>		
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.	<input checked="" type="checkbox"/>		
6	If applicable, replace battery as needed.	<input checked="" type="checkbox"/>		

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:

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sensor