

ATTACHMENT J-0200000-05
FORMS

CERTIFICATION OF WORK

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

FACID/Building: PA051 -01

Date of Visit: 1/11/19

Contractor Personnel on Site:

1. <u>Tony Lazarus</u>	4. <u>Frank Sapienza</u>
2. <u>Jim Gartjen</u>	5. _____
3. <u>Scott Werry</u>	6. _____

Work Performed:

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

1. <u>6941</u>	_____
2. _____	_____
3. _____	_____
4. _____	_____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Gartjen Date: 1-11-19

Signed: Jim Gartjen

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: D'ONO, CHARLES L. Date: 11 JAN 2019

Signed: CD O'ny

E-Mail: CHARLES.L.DONO.MIC@MADE.MIC

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

FacID/Building: Pa 051-01 Date of Visit: 1/11/19

Contractor Personnel on Site:

1. <u>Tooy Green</u>	4. <u>Frank Spieren</u>
2. <u>Jim Beertjes</u>	5. _____
3. <u>Scott Wenz</u>	6. _____

Work Performed:

Other Recurring Services

1. <u>6889</u>
2. _____
3. _____
4. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Jim Beertjes Date: 1-11-19

Signed: Jim Beertjes

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: DOYNO, CHARLES L. Date: 11 JAN 2019
Signed: CL 809

E-Mail: CHARLES.L.DOYNO.MICB.MAIL.MIL.MIL

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #:

P1051-01

LOCATION/RM #:

WO# 6941 ASSET # 7089

MECHANIC
SIGNATURE

DATE:

11/01/13

START TIME

1100

FINISH TIME: 1115

ITEMS NUMBER	CHANGES/ADDITIONS/DELETIONS	GENERAL COMPLETION		NOTES/ACCOMPLISHMENTS
		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 to.		/	
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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	/		
TO BE PERFORMED DURING INSPECTION/ SERVICE				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	/		Sealed
2	Inspect couplings and check for any pump seal leaks.	/		
3	Check motor mounts and vibration pads	/		
4	Tighten all pump flanges	/		
5	Visually check pump alignment and coupling	/		
6	Inspect electrical connections	/		

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:

1 pc Booster Pm

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Pl 051-01
 LOCATION/RM #: WO# 6841 ASSET # 7088

MECHANIC SIGNATURE: John Lefever DATE: 11/10
 START TIME: 1115 FINISH TIME: 1130

ITEMS	DESCRIPTION	SPECIAL INSTRUCTIONS		NOTES/COMMENTS
		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 to.		/	
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	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	/		
OTHER PERIODIC MAINTENANCE SERVICES				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	/		<i>sealed</i>
2	Inspect couplings and check for any pump seal leaks.	/		
3	Check motor mounts and vibration pads.	/		
4	Tighten all pump flanges.	/		
5	Visually check pump alignment and coupling.	/		
6	Inspect electrical connections.	/		

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:

1 Pl Circ. Pump the water

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG #: *P1 051-01*MECHANIC
SIGNATURE: *Autgen*DATE: *1/16/18*LOCATION/RM #: *M61*WO# *6841*ASSET # *7526*START TIME: *1130*FINISH TIME: *1115*

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE 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.	-	/	
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	/	-	
2	Check all locking devices. Lubricate as required.	/	-	
3	Inspect center gate support rollers and lubricate as required.	/	-	
4	Clean roller track of any debris.	/	-	
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	/	-	
6	Check for any obstructions that retard full swing or movement of the gate.	/	-	
7	Check that shrubs and trees are pruned clear of gate.	/	-	
8	Check hold open devices for proper operation. Lubricate as required.	/	-	
		N/A	N/A	

- 1 Check posts and corner posts, support guys, and horizontal bars between each support post.
- 2 Check wire and anchor point; re-stretch and re-anchor if necessary.
- 3 Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.
- 4 Treat with galvanized protectant where rust has developed.
- 5 If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE).
- 6 Check that shrubs and trees are pruned clear of fencing

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For 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:

1 PC Double Wcr Sire

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MANUALLY OPERATED SLIDING DOOR

ACTIVITY AND BLDG #: Pr 051 ~01
 LOCATION: Harm Wod 6941 Assd# 7655

MECHANIC
 SIGNATURE: J. A. Hargan

DATE: 1/11/18START TIME: 11:30FINISH TIME: 12:15

CHECK ITEM	CHECKPOINT DESCRIPTION	TASK COMPLETED		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE 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	If the door is equipped with intrusion alarms, notify the appropriate person before operating.	/		
3	Schedule maintenance on these doors so that it does not interfere with loading dock operations.	/		
4	De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.	/		
TO BE PERFORMED AT EACH INSPECTION/SERVICE				
1	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalance, weather-stripping, etc. Clean, tighten, and adjust as required. Make minor repairs as needed.	/		
2	Manually open and close door, noting that door tracks evenly.	/		
3	Perform required lubrication. Remove old or excess lubricant.	/		
4	Clean unit and mechanism thoroughly. Touch up paint where needed.	/		

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

10 pc 34.6 x 30.11

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: *Pr 051 - 01*LOCATION: *142 6841 Asset # 7661*MECHANIC
SIGNATURE: *Eric L. Aut*DATE: *1/16/13*START TIME: *8:40AM*FINISH TIME: *9:00AM*

ITEM/WORK PERFORMED	DESCRIPTION	INSPECTION COMPLETION		REMARKS/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	Review manufacturer's instructions.		✓	
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.		✓	
4	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	✓		
5	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	✓		
6	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	✓		
7	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains sprockets, clutch, etc.	✓		
8	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	✓		
9	Inspect gear box, change or add oil as required.	✓		
10	Perform required lubrication. Remove old or excess lubricant.	✓		
11	Clean unit and mechanism thoroughly. Touch up paint where required.	✓		
12	Clean up and remove all debris.	✓		

Note. The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

- General Services Administration (GSA) Public Building Service. 2012. *Public Buildings Maintenance Standards Final*. October 1.

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

1 / PC 12/19

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: P 051-01

LOCATION: 138 WO 6841 ASSD # 7689

MECHANIC
SIGNATURE: *Paul Hobart*

DATE: 1/16/18

START TIME: 9:00 AM

FINISH TIME: 9:30 AM

ITEM #	ITEM DESCRIPTION	ITEM COMPLETION		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	Review manufacturer's instructions.		✓	
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.		✓	
4	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	✓		
5	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	✓		
6	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	✓		
7	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains sprockets, clutch, etc.	✓		
8	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	✓		
9	Inspect gear box, change or add oil as required.	✓		
10	Perform required lubrication. Remove old or excess lubricant.	✓		
11	Clean unit and mechanism thoroughly. Touch up paint where required.	✓		
12	Clean up and remove all debris.	✓		

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

General Services Administration (GSA) Public Building Service, 2012. *Public Buildings Maintenance Standards Final*. October 1.

Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

1 PC 12 x 13

* Bottom 2 cross braces loose.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #: *101 -01*LOCATION: *139 W 6941 Asset 7686*MECHANIC
SIGNATURE: *D. M. A. Dab*DATE: *1/11/13*START TIME: *9:20AM*FINISH TIME: *9:40AM*

ITEM NUMBER	DESCRIPTION	STATUS (COMPLETED / IN PROGRESS / NOT STARTED)		EXPLANATION / EXCEPTIONS
		YESTERDAY	TODAY	
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	Review manufacturer's instructions.		✓	
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.		✓	
4	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	✓		
5	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	✓		
6	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.	✓		
7	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains sprockets, clutch, etc.	✓		
8	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	✓		
9	Inspect gear box, change or add oil as required.	✓		
10	Perform required lubrication. Remove old or excess lubricant.	✓		
11	Clean unit and mechanism thoroughly. Touch up paint where required.	✓		
12	Clean up and remove all debris.	✓		

Note. The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.
 Checklist compiled in accordance with:

General Services Administration (GSA) Public Building Service. 2012. *Public Buildings Maintenance Standards Final*. October 1

Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

1 R 12 x 18

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
POWER OPERATED OVERHEAD DOOR

ACTIVITY AND BLDG #:

P007 - 1

LOCATION: 142 W 6941 15514 2687

MECHANIC
SIGNATURE:

Eduard

DATE:

10/18

START TIME: 9:40 AM

FINISH TIME:

10:00 AM

CHECKLIST ITEM/STEP	DESCRIPTION	MANUFACTURER'S INSTRUCTIONS		SPECIAL INSTRUCTIONS	NOTES/ACHIEVEMENTS
		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	Review manufacturer's instructions.				
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				
4	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.				
5	Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.				
6	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.				
7	Check manual operation. Note brake release, motor disengagement, functioning of hand pulls, chains sprockets, clutch, etc.				
8	Examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.				
9	Inspect gear box, change or add oil as required.				
10	Perform required lubrication. Remove old or excess lubricant.				
11	Clean unit and mechanism thoroughly. Touch up paint where required.				
12	Clean up and remove all debris.				

Note. The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

- General Services Administration (GSA) Public Building Service, 2012. *Public Buildings Maintenance Standards Final*, October 1.

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

1 R

12 x 14

* Bottom cross brace + gasket loose