

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

FACID Building: Alexandria VA002 Date of Visit: 2/5/19

Contractor Personnel on Site:

Patrick Donovan

1.

5.

6.

6.

Work Performed:

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

5. LIST WO#: 7199, 7240, 7215

6. Annual back-flow certification, Water heater, Photocell,
7. Double lights Pole mounted, Air filters

8.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name:

Patrick Donovan

Date:

2/5/19

Signed:

To be signed by Facility Manager or Government Official

I certify that the above named individuals representing the Contractor arrived on site and to the best of my knowledge, completed the stated work listed:

Print Name Rank:

John M. ...

Date:

5 FEB 2019

Signed:

[Signature]

E-Mail:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **LIGHTING, OUTSIDE PHOTOCELL**

SITE AND BLDG #: Alexandria VA002

MECHANIC SIGNATURE: [Signature]

DATE: 2/5/19

LOCATION/RM #: Estero Rm of Boiler Rm WO# 7240 ASSET # 1570

START TIME: 9:45

FINISH TIME: 10:00

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETION		NOTES/ ACTIONS (ATTACH PHOTO/ OTHER CHECKING, MOVING, 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 to.	<input checked="" type="checkbox"/>		
2	Schedule and coordinate work with operating personnel.	<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"/>		
TO BE PERFORMED BY: [Signature]				
1	Open and tag switch.	<input checked="" type="checkbox"/>		<u>Done</u>
2	Inspect visual condition of wiring. Look for evidence of overheating.	<input checked="" type="checkbox"/>		<u>Good</u>
3	Check for proper light operation.	<input checked="" type="checkbox"/>		<u>Good</u>
4	Test operation of automatic switches/ time clock <u>photocells</u> if applicable.	<input checked="" type="checkbox"/>		<u>Good</u>
5	Inspect light pole and mounting devices for deficiencies.	<input checked="" type="checkbox"/>		<u>done</u>
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	<input checked="" type="checkbox"/>		<u>done</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: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST DOMESTIC HOT WATER HEATER - GAS

SITE AND BLDG #: Alexandria 14002MECHANIC SIGNATURE: [Signature]DATE: 2/5/19LOCATION/RM #: Mechanical WO# 7240 ASSET # 1568START TIME: 10:10FINISH TIME: 10:30

SPECIAL INSTRUCTIONS			
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	Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	✓	
4	Do not allow any open flames around equipment.	✓	
TO BE PERFORMED AT EXCHANGE INSPECTION SERVICE			
1	Attach drain hose. Drain several gallons from tank to remove sediment.	✓	done
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	✓	done/good
3	Check all connections - electric, gas and water. Tighten as necessary.	✓	good
4	Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at minimum value required for all uses.	✓	done/good
5	Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.	✓	done/good
6	Clean sight glasses on tanks.	✓	done
7	Clean strainer, check condition of traps. Report and repair leaks.	✓	done
8	Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.	✓	done
9	If applicable. Remove and inspect Anodic. replace if necessary	✓	done/good
10	Clean up work area and remove trash.	✓	good

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To be performed by: General Maintenance Worker

Additional Notes:

Filter Replacement

MECHANIC SIGNATURE: [Signature] DATE: 2/5/19

START TIME: 10:35 FINISH TIME: 11:10

Site Location	W/O #	Asset #	PM #	Manufac turer	Model Number	Serial #	Asset Description	Asset Location
VA002				York	HV-1 + HV-2		High assets located in at all the	

[illegible]

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