

CERTIFICATION OF WORK

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

FACID/Building: *Alexandria VA 002* Date of Visit: *1/27/2020*

Contractor Personnel on Site:

1. *Patrick Donovan* 2.

Work Performed:

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

1. *11516, 11484, 11517 Domestic Hot water pump, Overhead doors, Key Card Scanners, Double lights, Manual Gates,*

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: *1/27/2020*

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: *Michael J. Cawley Sr.*

Date: *27 Jan 20*

Signed:

[Signature]

E-Mail: *Michael.J.Cawley6.mil@mil.mil*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: Alexandria 14002MECHANIC SIGNATURE: [Signature]DATE: 1/27/2020LOCATION/RM #: Mechanical Room WO# 1156 ASSET # see notesSTART TIME: 8:30FINISH TIME: 9:10

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	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-Report any leaks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually, 4 shots of grease per PM	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Done on 12-20 The feed are seal. I
2	Inspect couplings and check for any pump seal leaks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Three no leaks detected
3	Check motor mounts and vibration pads	<input checked="" type="checkbox"/>	<input type="checkbox"/>	in line pump is All good
4	Tighten all pump flanges.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	done
5	Visually check pump alignment and coupling -Report unusual vibration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	done
6	Inspect electrical connections	<input checked="" type="checkbox"/>	<input type="checkbox"/>	checked all good

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:

Asset #
2226
2227
2228
2229

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **MANUAL/AUTOMATIC OVERHEAD DOORS**

SITE AND BLDG #:

Alexandria 11002MECHANIC
SIGNATURE:[Signature]

DATE:

1/27/2020

LOCATION/RM #:

Blg #1
PH 1100

WO#

11516

ASSET #

2232

START TIME:

10:20

FINISH TIME:

10:45

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"/>			
1	Check with door operating personnel for any known deficiencies.	<input checked="" type="checkbox"/>			<u>Done</u>
2	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.	<input checked="" type="checkbox"/>			<u>Done full mnt</u>
3	If applicable, operate with power from start 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.	<input checked="" type="checkbox"/>			<u>Done</u>
4	Check operation of safety edges, stops, electric eye, infrared, or other operating devices. Clean and make required adjustments or repairs.	<input checked="" type="checkbox"/>			<u>Done</u>
5	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.	<input checked="" type="checkbox"/>			<u>Done</u>
6	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	<input checked="" type="checkbox"/>			<u>Done</u>
7	If applicable, inspect gear box, change or add oil as required.	<input checked="" type="checkbox"/>			<u>Done</u>
8	Perform required lubrication. Remove old or excess lubricant.	<input checked="" type="checkbox"/>			<u>Done</u>
9	Clean unit and mechanism thoroughly. Touch up paint where required.	<input checked="" type="checkbox"/>			<u>Done</u>
10	Clean up and remove all debris.	<input checked="" type="checkbox"/>			<u>Done</u>

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To be performed by: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **DOOR KEYPAD / CARD READER**

SITE AND BLDG #: Alameda 14002

MECHANIC SIGNATURE: [Signature] DATE: 11/27/2020

LOCATION/RM #: Sec 101 WO# 11516 ASSET # Sec 101

START TIME: 9:50 FINISH TIME: 10:15

ITEM		STATUS	REMARKS
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.	✓	
1	If applicable, test the controls for communications to the monitoring center. Inspect key pad for sticking keys and L1/L2 lights proper operation.	✓	✓
2	Check power supplies. Clean keys and pad with a quick dry electrical cleaner. Wipe unit down.	✓	✓
3	Inspect and test the operation of device. -Observe unit in use	✓	✓
4	Ensure proper protection of all visible wiring and conduits	✓	✓
5	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles). Any deficiencies found open a CM work order in Maximo and quote will be provided for CM repairs. Note in note Column	✓	✓

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To be performed by: General Maintenance Worker

Additional Notes:

Asset # 22333 Main Entrance ✓
22344 Entrance doors ✓
223-13 Entrance doors ✓