

CERTIFICATION OF WORK

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

FACID/Building: Alexandria VA002 Date of Visit: 6/27/19

Contractor Personnel on Site:

1. Patrick Donovan 2. _____

Work Performed:

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

1. 8863, 8898, 8946, 8899, 8917, 8940
D-tacs filters, Mini Split filters, Pumps, Exhaust fans, and heaters, Air Curtains,
Service Calls – Service Call Number and Description Pking. lot lights.

1. CSS# _____
2. CSS# _____
3. CSS# _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Donovan Date: 6/27/19

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: Selina Dibella / SGT Date: 20190627

Signed: [Signature]

E-Mail: selina.a.dibella.mil@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST EXHAUST FANS

SITE AND BLDG #: Alexandria 14002

MECHANIC SIGNATURE: [Signature] DATE: 6/25/19

LOCATION/RM # last five + Annex Vault WO# 2898 ASSET # 1300-1301

START TIME: 11:35 FINISH TIME: 12:15

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETED, 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 to.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Schedule shutdown with operating personnel, as needed.	<input checked="" type="checkbox"/>	<input 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"/>	<input type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Clean unit, especially fan blades.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>done</u>
2	Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>all good</u>
3	Perform required lubrication and remove old or excess lubricant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>done</u>
4	Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>done</u>
5	Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>all good</u>
6	Start unit and check for vibration and noise.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>check good</u>
7	Remove all trash and debris.	<input checked="" type="checkbox"/>	<input 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:

Asset #1300 A ✓
B ✓
C ✓

#1301 A) ✓
B) ✓

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST AIR CURTAIN

SITE AND BLDG #: Alexandria 14002 MECHANIC SIGNATURE: [Signature] DATE: 6/23/19
 LOCATION/RM #: Bldg #1 Maintenance W/O # 8898 ASSET # 1302 START TIME: 10:35 FINISH TIME: 11:00

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.	✓			Signed Robert Hunt. Record Tag
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	Disconnect the power to the unit.	✓			Done
2	Remove the intake grille by removing all screws around the edges.	✓			done
3	Vacuum and wash (if necessary) to remove the buildup of dirt and debris.	✓			done / cleaned
4	If necessary, lubricate the motors.	✓			done
5	Reinstall the cover and intake grille.	✓			done
6	Verify proper operation of unit. Make and/or recommend any needed repairs.	✓			done / 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: