

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY039 Date of Visit: 9/3/20

Contractor Personnel on Site:

1. <u>PATRICK BROWN</u>	3. _____
2. _____	4. _____

Work Performed:

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

1. WO'S 9770PFQ,9979-9980FQT,10011-10012MO,10186SA,10200PMM,
2. 10207PMQ,10219PMS,10046QT
3. FILTERS, LIGHTING, GATES, CHILLER, AIR HANDLER, SUMP PUMP,
4. SPLIT UNIT EVAPORATOR, CONDENSING UNIT, EXHAUST
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

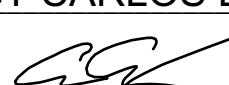
Print Name: Patrick Brown Date: 9/3/20

Signed: 

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: SGT CARLOS ERAZO Date: 9/3/20

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
EVAPORATIVE COOLING SYSTEM

SITE AND BLDG #: **NY039-01**MECHANIC
SIGNATURE: DATE: **9/3/20**LOCATION/RM #: **WO# 10219 ASSET # 190917-248** START TIME: **9:30am** FINISH TIME: **10:00am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times. Open, lock, and tag out electric circuits serving motors for the air handler, evaporative cooling fan (if equipped) and circulating pump.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Examine structural elements including doors, chamber, piping, plates, supports, pans, sumps, and framing.	✓		
2	Clean pump suction screens.	✓		
3	Check pad distribution piping and clean as necessary. Replace as required.	✓		
4	Check piping for blockage or buildup. Clean or replace as required.	✓		
5	Check operation of float valve, mixing or automatic control valves and thermometers.	✓		
6	Pumps and motors less than 1 HP will be serviced as part of this PM. Pumps and motors 1 HP and larger will be serviced using PM standard cards for the respective equipment. a. Clean and lubricate pump. Check and replace packing if applicable. b. Blow out or vacuum motor windings and lubricate if required.	✓		
7	Remove tags and lockout from circuits for circulating pump only.	✓		
8	Check with operating personnel before restoring circuits to the air handlers, to be certain personnel are not working on the unit.	✓		
9	As applicable, pans and sumps should remain dry during winter operation. Tags should be removed from supply valves at the completion of this work, but the valves should be opened by operating personnel only when the unit is to be filled and placed in service.	✓		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
OUTDOOR CONDENSING UNIT

SITE AND BLDG #: **NY039-01**MECHANIC
SIGNATURE: DATE: **9/3/20**LOCATION/RM #: **WO# 10219 ASSET # 190917-249**START TIME: **10am**FINISH TIME: **11am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Schedule outage of unit with personnel in area the unit serves.	✓	/	
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	If disposal of the equipment is required, follow regulations concerning removal of refrigerants and disposal of the unit.	✓	/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Remove debris from air screen and clean underneath unit.	✓	/	no debris
2	Wash coil with coil cleaning solution - Rinse Thoroughly	✓	/	coils are clean
3	Straighten fin tubes with fin comb, as needed.	✓	/	fin tubes are straight
4	Check electrical connections for tightness.	✓	/	electrical connections are tight
5	Check mounting base for tightness.	✓	/	mounts are tight
6	Inspect fans for bent blades, unbalance, excessive noise and vibrations.	✓	/	no bent blades or excessive noise
7	Inspect all piping for leaks and tighten loose connections.	✓	/	no leaks found
8	Check wires at condenser electrical fused safety switches for tightness and burned insulation. Repair as necessary.	✓	/	no burn insulation wires are tight
9	Check supply air temperature to ensure unit is operating properly. If possible record room temperature and Humidity	✓	/	Room temp <u>72</u> Room Humidity <u>56</u> %
10	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓	/	unit is in new condition
11	Clean up work area.	✓	/	

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To be performed by: HVAC Technician

Additional Notes: