

\*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 time line:

### CERTIFICATION OF WORK

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

Building: VA099-01 \_\_\_\_\_ Date of Visit: 11-14-19

Contractor Personnel on Site:

1. BILL DAVIS 2. \_\_\_\_\_

### Work Performed:

**Preventive Maintenance** - (Annual, Quarterly, Monthly, equipment identification, etc.)  
**Service Orders** -

| PM/SO | WO #  | Asset # | PM # | Asset Description   |
|-------|-------|---------|------|---|
|       | 10272 | 2367    |      | J-1502000-08 3-pc Fan Coil  |
|       | 10272 | 2371    |      | J-1502000-15 1-pc Mini Split Indoor Unit 3 Ton  |
|       | 10272 | 2372    |      | J-1502000-15 2-pc Mini Split 2 Ton  |
|       | 10272 | 2373    |      | J-1502000-15 1-pc Mini Split 3.5 Ton  |
|       | 10272 | 2374    |      | J-1502000-15 1-pc Mini Split 1.5 Ton  |
|       | 10272 | 2375    |      | J-1502000-15 1-pc Mini Split 2 Ton  |
|       | 10272 | 2376    |      | J-1502000-15 1-pc Mini Split 1.5 Ton  |
|       | 10288 | 1465    |      | J-1502000-49 1-pc Automatic Gate<br>2013 Sgl Gate,Auto,Cantilever Road<br>to motor pool |
|       | 10318 | 1672    |      | J-1502000-12 2-pc Chill Water Pump<br>132GPM,75ft                                       |
|       | 10318 | 1673    |      | J-1502000-12 2-pc Hot Water Pump<br>55GPM,45ft  |
|       | 10554 | 2366    |      | J-1502000-08 14-pc Unit Heater, Hot<br>Water  |

### CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: BILL DAVIS Date: 11-14-19

Signed: \_\_\_\_\_

To be signed by Facility Manager:

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Print Name/Rank: Nesmith, Petra SSG Date: 2019/2/0

Signed:  \_\_\_\_\_

E-Mail: \_\_\_\_\_

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**GATES, FENCES, SECURITY AND ACCESS**

**SITE AND BLDG #:** VA099-01

**MECHANIC  
SIGNATURE:**



**DATE:** 11-14-19

**LOCATION/RM #:**

**START TIME:**

7AM

**FINISH TIME:**

8PM

| Site Location | WO #  | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description   | Asset Location |
|---------------|-------|---------|------|--------------|--------------|----------|---|----------------|
| VA099-01      | 10288 | 1465    |      |              |              |          | J-1502000-49 1-pc Automatic Gate 2013<br>Sgl Gate,Auto,Cantilever Road to motor<br>pool | ←              |

| CHECK POINT                                | CHECKPOINT DESCRIPTION  | TASK COMPLETE |    | NOTES/ ACTIONS<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|--|---|---------------|----|---|
|  |   | YES           | NO |   |
| 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. | ✓             |    |   |
| 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.                   | ✓             |    |   |
| TO BE PERFORMED AT EACH INSPECTION SERVICE |   |               |    |   |
| GATES                                      |   |               |    |   |
| 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.  | ✓             |    |   |

| CHECK POINT | CHECKPOINT DESCRIPTION   | TASK COMPLETE |    | NOTES/ ACTIONS<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|-------------|--|---------------|----|---|
|             |  | YES           | NO |   |
| FENCES      |  |               |    |   |
| 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 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:**