

\*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:

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 2013 Sgl Gate,Auto,Cantilever Road to motor pool
	10318	1672		J-1502000-12 2-pc Chill Water Pump 132GPM,75ft
	10318	1673		J-1502000-12 2-pc Hot Water Pump 55GPM,45ft
	10554	2366		J-1502000-08 14-pc Unit Heater, Hot Water

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#### CERTIFICATION OF WORK

12-10-19

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, Rielva SSG Date: 2019/20

Signed: 

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**CIRCULATING AND BOOSTER PUMPS**

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

**MECHANIC**  
**SIGNATURE:**

**DATE:** 11-14-19

**LOCATION/RM #:**

**START TIME:** 7AM

**FINISH TIME:** 5PM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA099-01	10318	1672					J-1502000-12 2-pc Chill Water Pump 132GPM,75ft	RM 110
VA099-01	10318	1673					J-1502000-12 2-pc Hot Water Pump 55GPM,45ft	RM 110

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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	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.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication at least annually.	✓	/	
2	Inspect couplings and check for any pump seal leaks.	✓	/	
3	Check motor mounts and vibration pads	✓	/	

4	Tighten all pump flanges.	✓		
5	Visually check pump alignment and coupling	✓		
6	Inspect electrical connections	✓		

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:**