

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: MD019 Date of Visit: 11/22/19

Contractor Personnel on Site:

1. <u>John Brown</u>	3. _____
2. _____	4. _____

Work Performed:

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

1. WO'S 11114FQ, 11131MO, 11148QT, 11173SA, 11192PMF, 11205Q, 1
2. 11115FQ, 11149QT,
3. FILTERS, GATE, KITCHEN EQUIP, WATER HEATERS, AIR HANDLER, CHILLER
4. HUMIDIFIER, FURNACE, SUMPPUMP, TIME CLOCK, VFD
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: John Brown Date: 11/22/19

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: 1st Sargent Nathan Maze Date: 11/22/19

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: **MD019-02**MECHANIC
SIGNATURE:DATE: **11/22/19**LOCATION/RM #: **RM 107** WO# **11149** ASSET # **1545**START TIME: **0900** FINISH TIME: **1630**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Schedule shutdown with operating personnel.	/	/	
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				
1	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	/	/	
2	Clean the coils	/	/	
3	Comb the fins as needed.	/	/	
4	Clean all fans and motors.	/	/	
5	Check operation of controls and safeties.	/	/	
6	Lubricate as required.	/	/	
7	Check all motors, belts, pulleys, shafts, etc. for alignment.	/	/	

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FURNACE

ACTIVITY AND BLDG #: **MD019-02**MECHANIC
SIGNATURE: DATE: **11/22/19**LOCATION/RM #: **MP** WO# **11149** ASSET # **2058**START TIME: **0900**FINISH TIME: **1630**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
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.	/	/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Replace air filter if applicable	/	/	
2	Check the fire box liner or refractory for cracks and leaks.	/	/	
3	Check smoke stack for obstructions, leaks, etc.	/	/	
5	Clean all fans and motors.	/	/	
6	Check operation of controls and safeties.	/	/	
7	Lubricate as required.	/	/	
8	Check and clean plenum (clean cooling coils and check for leaks, if	/	/	
9	Check all motors, belts, pulleys, shafts, etc. for alignment.	/	/	
10	Report any rust issues and open a CM ticket	/	/	
11	Remove lock outs and tags. Restore fuel and power supply.	/	/	

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: