

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: MD002 Date of Visit: 2/13/20 & 2/27/20

Contractor Personnel on Site:

- |                      |            |
|----------------------|------------|
| 1. <u>John Brown</u> | 3. <u></u> |
| 2. <u></u>           | 4. <u></u> |

**Work Performed:**

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


1. WO'S 11589FQ, 11638MO, 11651QT, 11671SA, 11701Q, 11652QT,
2. 11590FQ, 11653QT, 11591FQ, 11685PMF, 11697
3. FILTERS, LIGHTING, KITCHEN EQUIP, WATER HEATERS, VAV, SUMP PUMP
4.
5.

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**CERTIFICATION OF WORK**

To be signed by the Contractor:


Print Name: Johnny W Brown Date: 3/27/20

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: SSG Claudia Voorhies Date: 3/27/30

Signed: 

E-Mail:

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### VAV BOX

MECHANIC  
SIGNATURE:


DATE: 2/13/20

START TIME: 0900

FINISH TIME: 1630

SITE AND BLDG #: MD002-01

LOCATION/RM #: WO# 11671 ASSET # 1821

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	If EMS system permits, check that the operating controls activate damper per design specifications.-			Record CFM AIR FLOW _____
2	If required, check damper linkage for tightness and lightly lubricate.			
3	If required, inspect dampers for free movement.			
4	If required, inspect actuators for tightness to mounting brackets.			
5	As needed, tighten electrical connections to servo motor.			
6	Inspect unit for overall condition and recommend for replacement or other needed repairs.			

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 discription of the deficiency.

To be performed by: HVAC Technician

**Additional Notes:**

\* could not exercise the units because of level of password. I can only observe.