

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY051 Date of Visit: 6/3/21

Contractor Personnel on Site:

1. PATRICK BROWN 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

**Work Performed:**

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

1. WO#'S , 12890-12894, 12959 , 12960 , 13038 , 13039 , 13104 ,
2. 13105 , 13283 , 13306 , 12961 , 12962 , 13066 , 13106 , 13107 ,
3. 13307
4. ASSET#'S , 10038-10042 , 10035 , 10036 , 10066 , 10069 ,
5. 10065 , 10073-10077 , 10080 , 190917-294 , 292 , 299 , 293 ,  
297 , 298 , 300 , 303-306

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Patrick Brown Date: 6/3/21

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: SFC PATRIC HANLON Date: 6/3/21

Signed: 

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**FENCES**

SITE AND BLDG #: **NY051 BLDG1**MECHANIC  
SIGNATURE: DATE: **6/3/21**LOCATION/RM #: **ny051**WO# **13306**ASSET # **190917-300**START TIME: **10:30am**FINISH TIME: **11am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check posts and corner posts, support guys, and horizontal bars between each support post.	✓	/	all are good
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.	✓	/	fence anchors are good
4	Report any damage to fence that would cause a security concern	✓	/	no security concerns
5	Inspect the bottom of the fence to ensure that there is not a gap larger than 2 inches under the fence.	✓	/	no gaps
6	Check the top guard and ensure that it is properly fastened (angled out) and the wires are tight.	✓	/	top guard is properly fastened
7	Inspect all wire ties. Note any deficiencies	✓	/	no deficiencies found

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 GATES**

SITE AND BLDG #: Ny051 BLDG1

LOCATION/RM #: ny051 WO# 13039 ASSET # 10069  
13283 190917

**MECHANIC  
SIGNATURE:**

DATE: 6/3/21

~~START TIME: 9:30am~~

FINISH TIME: 10:15am

CHECK POINT	CHECKPOINT DESCRIPTION	13306	292,297	7298	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.				✓	✓	
2	Notify affected personnel before performing PM				✓	✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE							
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.				✓	✓	used PB blaster garage door lubricant
2	Check all locking devices. Lubricate as required.				✓	✓	all are good
3	Inspect gate support rollers and track, lubricate and clean as required.				✓	✓	used white lithium grease
4	Check bolts, fasteners, and mounting hardware. Tighten as necessary.				✓	✓	all are tight
5	Check for any obstructions that prevent full swing or movement of the gate.				✓	✓	no obstructions
6	Check that shrubs and trees are pruned clear of gate.				✓	✓	shrubs and trees are clear of gate
7	Check hold open devices for proper operation. Lubricate as required.				✓	✓	
8	Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.				✓	✓	top gaurd and wires are tight
9	If applicable, inspect hydraulic driveline (hoses, fittings, and gauges) for signs of leakage.				✓	✓	no hydraulics
10	If applicable, inspect limit switches for proper operation. Adjust as needed.				✓	✓	limit switches are correct
11	If applicable, inspect photoeyes for proper operation and any signs of damage.				✓	✓	no sign's of damage
12	If applicable, have site personnel operate gate with CAC Card insuring proper operation.				✓	✓	gate functions properly with card
13	If applicable, clean control cabinet, ensuring free from debris and insects.				✓	✓	no debris or insects

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:

there is a capital project to replace these Gates need to be replaced

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**LIGHTING, OUTSIDE**

SITE AND BLDG #: **NY051 BLDG1****10066**LOCATION/RM #: **MOV,POV** WO# **13105**ASSET # **10065****PARKING** WO# **13283****190917****292-294**

**MECHANIC SIGNATURE:**  **DATE:** **6/3/21**

**START TIME:** **9am** **FINISH TIME:** **9:30am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	Schedule and coordinate work 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.			
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Inspect lighting contactor for pitting or arcing - report issues	✓		no pitting or arcing
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓		no evidence of overheating
3	Check for proper light operation.	✓		lights function properly
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓		all function properly
5	Inspect light pole and mounting devices for deficiencies.	✓		light pole and mounting are good
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓		no noted deficiency

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:**