

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: VA048 Date of Visit: _____

Contractor Personnel on Site:

- | | |
|--------------------------|----------|
| 1. <u>RICHARD WALKER</u> | 3. _____ |
| 2. _____ | 4. _____ |

Work Performed:

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

1. WO's 13347PMMO, 13383PMSA, 13391PMSA, 13402PMSA, 13408PMM, 13403PMSA
 2. Automatic gate, manual gate, OH door, auto access control, key pad airphone
 3. keypad access exterior, auto access ALPHONE, condensation pump, keycard readers
 4. MEP pole lights
 5. _____
-

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Richard Walker Date: _____

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: _____ Date: _____

Signed: GRENIER.SCOTT.ANT
Digitally signed by
GRENIER.SCOTT.ANT HONY.100721
303.1
DN: cn=2021.03.19.13:44:50-0000
HONY.1007219551

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

DOOR KEYPAD / CARD READER

SITE AND BLDG #: VA048

MECHANIC
SIGNATURE:*Frank Walker*

DATE: 106.2021

LOCATION/RM #: *Amesbury* WO# 13402 ASSET # 3Y021

START TIME:

9am

FINISH TIME:

1pm

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 applicable, test the controls for communications to the monitoring center. Inspect key pad for sticking keys and LED lights proper operation .	✓		
2	Check power supplies.Clean keys and pad with a quick dry electrical cleaner .Wipe unit down	✓		
3	Inspect and test the operation of device.-Observe unit in use by customer	✓		
4	Ensure proper protection of all visible wiring and conduits	✓		
5	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles) Any deficiencies found open a CM work order in Maximo and quote will be provided for CM repairs .Notate in note Column	✓		

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: General Maintenance Worker

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

GATES

MECHANIC SIGNATURE: *Pat Walker* DATE: 1.06.2021

SITE AND BLDG #: VA048

LOCATION/RM #: Parking Area Surrounding WO# 13402 ASSET # 3Y149, 3Y150, 3Y151, 3Y152 3Y153

START TIME: 9am FINISH TIME: 1pm

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.	✓		Manual / No electric Not secured gates
2	Notify affected personnel before performing PM (alarmed or security entrances).		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
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.	✓		
9	Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.	✓		

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To be performed by: General Maintenance Worker

Additional Notes: