

**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. RICHARD WALKER 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 AIPHONE, 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,ANTHONY.1007219551
Digital signature by
GRENIER,SCOTT,ANTHONY.100721
9551
Date 2021-01-19 11:46:52-05:00

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DOOR KEYPAD / CARD READER

SITE AND BLDG #: VA048

LOCATION/RM #: *Ansco entry* WO# 13402 ASSET # 3Y021MECHANIC
SIGNATURE:*Paul Walker*

DATE: 106.2021

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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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 .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Check power supplies.Clean keys and pad with a quick dry electrical cleaner .Wipe unit down	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Inspect and test the operation of device.-Observe unit in use by customer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Ensure proper protection of all visible wiring and conduits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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 #: VA048

Parking Area
 LOCATION/RM #: *Surrounding* WO# 13402

ASSET # 3Y149, 3Y150,
 3Y151, 3Y152
 3Y153

MECHANIC
 SIGNATURE:

Mike Walker

DATE: 1.06.2021

START TIME:

9am

FINISH TIME: 1 PM

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
2	Notify affected personnel before performing PM (alarmed or security entrances).		✓	Not secured gates
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: