

CERTIFICATION OF WORK PREVENTIVE MAINTENANCE

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

FACID/Building: NY035 Date of Visit: 12-6-18 / 12-18-18

Contractor Personnel on Site:

1. Patrick Brown 3. _____
2. _____ 4. _____

Work Performed:

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

1. 1380 FQT, 1381 FQT, 1457 QT, 1458 QT, 1642 SA, 1643 SA, 1644 SA, 1382 FQT
2. 1459 QT, 1645 SA, 1646 SA
3. Make up Air Unit, Sump Pump, Kitchen Grease Trap, Unit Heater, Kitchen Hood,
4. Single Gate, Gas Furnace, Exhaust System, Electrical Unit Wall Heater
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 12-21-18

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: Douglas Bushko Date: 12/21/18

Signed: 

E-Mail: douglas.bushko@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

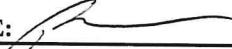
SITE AND BLDG #: NY-035 Bldg 1

1380

9821

LOCATION/RM #: Assembly Hall WO# 1381

ASSET # 9822

MECHANIC**SIGNATURE:** **DATE:** 12-18-18**START TIME:** 9 AM**FINISH TIME:** 10:00 AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Remove power at Drive or at Breaker Panel. Verify with tester or meter that power has been removed. Install lock out tag out if servicing alone or in confined space for safety precautions.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check fan blades and moving parts for cracks and excessive wear.	✓		NO EXCESSIVE WEAR
2	Check running motor amperatures on all three phases (record in note column) notate L1, L2, and L3 amp draws.	✓		L1 130.2 L2 130.3 L3 130.1
3	Tighten all electrical connectors/lugs to proper torque.	✓		ALL are tight
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.		✓	Not Multi Zone
5	Check bearing collar set screws on fan shaft to make sure they are tight.	✓		Collar set screws are tight
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.	✓		Filters are clean
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.	✓		
8	Lubricate mechanical bearings and connections sparingly.	✓		
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.	✓		Coils are clean
10	Check coils for leaking, tightness of fittings.	✓		No Leaks or loose fittings
11	Use fin comb to straighten coil fins.	✓	✓	Coil Fins are straight
12	If applicable, clean strainer (annually).	✓		Strainer looked good
13	Flush and clean condensate pans and drains, remove all rust prepare metal and paint. Hose down coils and drain pans and wash with an appropriate EPA approved solution approved solution. Treat condensate pans with an EPA approved biocide.	✓		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	Check belts for wear and cracks, adjust tension or alignment. Replace belts when necessary. Multi-belt drives shall only be replaced with matched sets.	✓		Belts are new
15	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.	✓		Belt driven only
16	Check and test freezestat for proper operation	✓		
17	Vacuum interior of unit.	✓		
18	Check filter doors and access doors for proper gasketing and air leaks. Correct as necessary.	✓		No air leaks and seals are good
19	Lubricate fan shaft bearings while unit is running. Add grease slowly until slight bleeding is noted from the seals. Do not over lubricate. Remove old or excess lubricant.	✓		
20	Clean up work area.	✓		

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: