

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: MD019 Date of Visit: 06/23/21

Contractor Personnel on Site:

- | | |
|----------|----------|
| 1. _____ | 3. _____ |
| 2. _____ | 4. _____ |

Work Performed:

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

1. _____
2. _____
3. _____
4. _____
5. _____

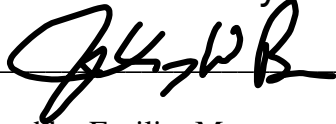
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CERTIFICATION OF WORK

To be signed by the Contractor:


Print Name: Johnny W Brown Date: 06/23/21

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 William Schaffer Date: 06/23/21

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
OUTDOOR PACKAGED UNIT/ROOF TOP UNIT (RTU)

SITE AND BLDG #: MD019
LOCATION/RM #: WO#14197 ASSET # 2051-2052

MECHANIC SIGNATURE:  **DATE:** 06/23/21
START TIME: 0900 **FINISH TIME:** 1630

| 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 | Thoroughly inspect and clean interior and exterior of machine with wet/ dry vacuum, (remove panels). | | | |
| 2 | Clean drain pan and note excessive corrosion. Place tablet in condensate pan | | | |
| 3 | Check for refrigeration leaks on all lines, valves, fittings, coils, etc., using a halogen leak detector or similar testing device. If leaks are not able to be stopped or corrected, report leak status to supervisor. | | | |
| 4 | Check condition of cooling and reheat coils. Use fin comb if need to straighten fins. | | | |
| 5 | Clean coils as needed. Use detergent solution and warm water if coil is heavily soiled. | | | |
| 7 | Clean and lubricate motor and squirrel cage fan(s). Check alignment of motor and fan. Check bearings for excessive wear. | | | |
| 8 | Check belt tension and condition. Adjust or replace as required. | | | |
| 9 | Replace pre-filters Quarterly, Final Filters Annually | | | |
| 11 | If applicable confirm the following: i. Humidistat activates humidifier. ii. Reheat coils activate properly. iii. Discharge air temp is set properly. | | | |
| 12 | Check and adjust vibration eliminator mountings if equipped. | | | |
| 13 | If applicable, clean and test condensate pump and alarm. | | | |

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: