

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY067 Date of Visit: 12/7/21 , 12/9/21

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, 15217 , 15238-15242 , 15295 , 15318 , 15319 , 15384-15389 ,
2. 15494 , 15530 , 15320 , 15390-15392 , 15531 , 15393 , 15532
3. ASSET#'S, 10547-10550 , 10558 , 10612 , 10610 , 10615 , 10556 ,
4. 10557 , 10611 , 10617-10619 , 10641 , 10623 , 10624 , 10625 , 10642 ,
5. 190917-, 423 , 424 , 427 , 428 , 450 , 423-429 , 448 , 460 , 462 ,

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Patrick Brown Date: 12/9/21

Signed: 

To be signed by Facility Manager:

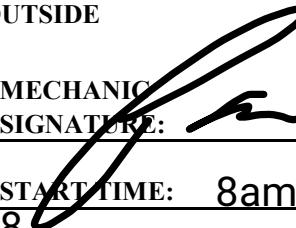
By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: AMMIE MEARERO Date: 12/9/21

Signed: 

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

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

SITE AND BLDG #: <b>NY067 BLDG1</b>		10612,	MECHANIC SIGNATURE: 	DATE: <b>12/7/21</b>
MOV PARKING LOCATION/RM #:	15295, WO# 15386,	10611, 190917-448	START TIME: <b>8am</b>	FINISH TIME: <b>9am</b>
CHECK POINT	CHECKPOINT DESCRIPTION <b>15530</b>	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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**UNIT HEATER, HOT WATER**

SITE AND BLDG #: **NY067 BLDG1**

LOCATION/RM #: **BLDG1** WO# **15385**, ASSET # **10557**,  
**15530** **190917-**

MECHANIC  
SIGNATURE: DATE: **3/9/21**START TIME: **10:30am**FINISH TIME: **11:30am**

CHECK POINT	CHECKPOINT DESCRIPTION	423-429	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
			YES	NO	
<b>SPECIAL INSTRUCTIONS</b>					
1	Schedule shutdown 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	Check valve for signs of abnormal wear and leaks. Replace packing if needed.		✓	/	no wear or leaks found
2	Clean the coils		✓	/	coils are clean
3	Comb the fins as needed.		✓	/	fins are good
4	Clean all fans and motors.		✓	/	fans and motors are clean
5	Check operation of controls and safeties.		✓	/	controls function properly
6	Lubricate as required.		✓	/	sealed motors
7	Check all motors, belts, pulleys, shafts, etc. for alignment.		✓	/	direct drive and motors are good

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To be performed by: General Maintenance Worker

**Additional Notes:**