

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY067 Date of Visit: 5/26/22

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 , 16919 , 16941 , 17023 , 17024-17029 , 17132 , 17146 ,
2. 17166 , 17030-17032 , 17167 , 17033 , 17034
3. ASSET#'S , 10568 , 10612 , 10559 , 10560 , 10566 , 10567 , 10568 ,
4. 10613 , 10614 , 10551 , 10636 , 10637 , 10638 , 10643 , 10644 ,
5. 190917- , 450 , 430-433 , 446 , 449 , 455

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 5/26/22

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: 5/26/22

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR COOLED CHILLER, PACKAGE UNIT

SITE AND BLDG #: **NY067 BLDG1**LOCATION/RM #: **outside** WO# **17132** ASSET # **10551**MECHANIC
SIGNATURE: DATE: **5/26/22**START TIME: **10:30am**FINISH TIME: **11:30am**

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.	✓	/	
2	No intentional venting of refrigerants is permitted. During the servicing, maintenance, and repair of refrigeration equipment, the refrigerant must be recovered.	✓	/	
3	Whenever refrigerant is added or removed from equipment, record the quantities on the appropriate forms. Forms to be maintained by technician in universal waste binder.	✓	/	
4	Recover, recycle, or reclaim the refrigerant as appropriate.	/	/	
5	If disposal of the equipment item is required, follow regulations concerning removal of refrigerants and disposal of the item.	✓	/	
6	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	✓	/	
7	Refrigerant oils to be treated as hazardous waste.	/	/	
8	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and all labels on refrigerant containers.	✓	/	
9	Remove access covers prior to accomplishing check points.	✓	/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
CONDENSER				
1	Remove debris from air screen and clean underneath unit.	✓	/	unit is clean
2	Pressure wash coil with proper cleaning solution.	✓	/	used water and cleaning solution
3	Straighten fin tubes with fin comb.	✓	/	fin tubes are straight
4	Check electrical wiring and tighten loose connections. Check fused disconnect switches for condition and operation, contactors	✓	/	all are good
5	Check mounting for tightness.	✓	/	mounts are tight
6	Check for corrosion. Clean and treat with inhibitor as needed.	✓	/	no corrosion found
7	Check fan or blower for bent or damaged blades and imbalance.	✓	/	no bent or damaged plates

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
8	Lubricate shaft and motor bearings on fans and remove old or excess lubricant, if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no lubrication needed
9	Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multi-belt drives should be replaced with matched sets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no pulleys belts or couplings
EVAPORATOR				
1	Inspect evaporator for any obvious deficiencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no obvious deficiencies
2	Inspect plumbing, valves and flanges for leaks and correct as needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no leaks found
COMPRESSOR(S)				
1	Lubricate drive coupling, if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no Drive coupling
2	Lubricate motor bearings (non-hermetic), if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	hermetic Motors
3	Check bearings for vibrations or unusual noises.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no vibrations or unusual noises
4	Leak test unit with soap test or electronic device.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	used electronic device
5	Check compressor oil level., if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	oil level is good
6	Run machine; check action of controls, relays, switches, etc. to see that: a. Compressor(s) run at proper settings. b. Suction and discharge pressures are proper.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	settings are correct
7	Check vibration eliminators. Replace as necessary.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	vibration eliminators are good
8	Document AMP draw on compressors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	L1 120. L2 120. L3 120
9	Check safety controls for high pressure cut off.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	high pressure cutoff functions properly
CONTROLS				
1	Record chilled water supply and return temps and Humidity .	<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: HVAC Technician

Additional Notes: