

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY051 Date of Visit: 2-20-19

Contractor Personnel on Site:

- |                         |          |
|-------------------------|----------|
| 1. <u>Patrick Brown</u> | 3. _____ |
| 2. _____                | 4. _____ |

**Work Performed:**


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

1. 2165FAN, 2182MO, 2183MO, 2214QT, 2215QT, 2216QT
2. 2217QT, 2434SA, 2435SA, 2436SA
3. Lighting, Gate, Circulating pumps, Emergency lighting, Exit Sign,
4. VAV single duct, Access control.
5. \_\_\_\_\_

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**CERTIFICATION OF WORK**

To be signed by the Contractor:


Print Name: Patrick Brown Date: 2-20-19

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: Eric Abbott SFC Date: 2019 02 20

Signed: 

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

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **CIRCULATING AND BOOSTER PUMPS**

SITE AND BLDG #: NY051-01

MECHANIC  
SIGNATURE: 

DATE: 2-5-19

2214 10044  
 LOCATION/RM #: Mech Rm WO#2215 ASSET # 10045  
 133 2435 10063

START TIME: 8:30 am

FINISH TIME: 10:am

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
3	It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	✓		I put 2 shots of grease in the Pump Bearings on all 4 pumps
2	Inspect couplings and check for any pump seal leaks.	✓		NO seal leaks and Couplings are in good condition
3	Check motor mounts and vibration pads	✓		Motor mounts are all tight
4	Tighten all pump flanges.	✓		Flanges are all tight
5	Visually check pump alignment and coupling	✓		alignment is good
6	Inspect electrical connections	✓		electrical all looks good

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: General Maintenance Worker

Additional Notes: Asset # 10063 pump # 2 is new as of 1-4-19