

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. Patrick Brown
2. _____
3. _____
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. _____

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 0220

Signed: Eric Abbott

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
 DOOR KEYPAD / CARD READER

SITE AND BLDG #: NY051-002 L-001

LOCATION/RM #: Bldg 1 & 2 WO# 2436

ASSET # 10079

 MECHANIC
 SIGNATURE: 

DATE: 2-5-19

START TIME: 11:30 am

FINISH TIME: 12 pm

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	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	If applicable, test the controls for communications to the monitoring center. Inspect key pad for sticking keys and LED lights proper operation.	✓		No sticking buttons, could not test Asset # 4, 45
2	Check power supplies. Clean keys and pad with a quick dry electrical cleaner. Wipe unit down	✓		
3	Inspect and test the operation of device. Observe unit in use	✓	✓	1, 2, 3, Operate correctly 4, 5 Do not
4	Ensure proper protection of all visible wiring and conduits	✓	✓	1, 2, 3, 5 are good # 4 is missing key pad
5	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles) Any deficiencies found open a CM work order in Maximo and quote will be provided for CM repairs. Note in note Column	✓		

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: Asset # 4 is Being Quoted to Be Fixed/replaced, Asset # 10079-5 is Broken and is included on the gate replacement quote that has already been submitted