

CERTIFICATION OF WORK PREVENTIVE MAINTENANCE

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

FACID/Building: _____ Date of Visit: _____

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. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: _____ Date: _____

Signed: 

To be signed by Facility Manager:

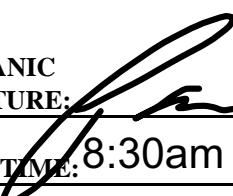
By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: _____ Date: _____

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR COOLED CHILLER, PACKAGE UNIT

SITE AND BLDG #: **NY051-01**LOCATION/RM #: **WO# 2807 ASSET # 10037**MECHANIC
SIGNATURE: DATE: **3/12/19**START TIME: **8:30am**FINISH TIME: **9am**

| 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. | ✓ | | |
| 3 | Comply with the latest provisions of the Clean Air Act and Environmental Protection Agency (EPA) regulations as they apply to protection of stratospheric ozone. | ✓ | | |
| 4 | No intentional venting of refrigerants is permitted. During the servicing, maintenance, and repair of refrigeration equipment, the refrigerant must be recovered. | ✓ | | |
| 5 | 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. | | ✓ | no refrigerant added or removed |
| 6 | Recover, recycle, or reclaim the refrigerant as appropriate. | | ✓ | |
| 7 | If disposal of the equipment item is required, follow regulations concerning removal of refrigerants and disposal of the item. | | ✓ | equipment did not need to be disposed |
| 8 | If materials containing refrigerants are discarded, comply with EPA regulations as applicable. | | ✓ | |
| 9 | Refrigerant oils to be treated as hazardous waste. | | ✓ | no refrigerant oil removed |
| 10 | Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and all labels on refrigerant containers. | ✓ | | |
| 11 | 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. | ✓ | | |
| 2 | Pressure wash coil with proper cleaning solution. | | ✓ | cant pressure wash at this time |
| 3 | Straighten fin tubes with fin comb. | ✓ | | |

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|----------------------|--|---------------|----|---|
| | | YES | NO | |
| 4 | Check electrical wiring and tighten loose connections. Check fused disconnect switches for condition and operation. | ✓ | | |
| 5 | Check mounting for tightness. | ✓ | | |
| 6 | Check for corrosion. Clean and treat with inhibitor as needed. | ✓ | | |
| 7 | Check fan or blower for bent or damaged blades and imbalance. | ✓ | | |
| 8 | Lubricate shaft and motor bearings on fans and remove old or excess lubricant, if applicable. | | ✓ | |
| 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. | | ✓ | |
| EVAPORATOR | | | | |
| 1 | Inspect evaporator for any obvious deficiencies. | ✓ | | |
| 2 | Inspect plumbing, valves and flanges for leaks and correct as needed. | ✓ | | |
| COMPRESSOR(S) | | | | |
| 1 | Lubricate drive coupling, if applicable. | | ✓ | |
| 2 | Lubricate motor bearings (non-hermetic), if applicable. | | ✓ | |
| 3 | Check bearings for vibrations or unusual noises. | | ✓ | |
| 4 | Leak test unit with soap test or electronic device. | | ✓ | |
| 5 | Check compressor oil level, if applicable. | | ✓ | |
| 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. | | ✓ | |
| 7 | Check vibration eliminators. Replace as necessary. | | ✓ | |
| 8 | Check safety controls for high pressure cut off. | | ✓ | |
| CONTROLS | | | | |
| 1 | Confirm chiller is operating through building automation. | | ✓ | |

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:

can't do a thorough p.m. at this time the unit is not running I will do a thorough p.m. when we start the unit up in the spring