CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE

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

FACID/Building: NY039 Date of Visit: 9/20/19

Contractor Personnel on Site:

1. Patrick Brown
2. _____
3. _____
4. _____

Work Performed:

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

1. 5230FQT,5231FQT,5264MO,5265MO,5458SA,5459SA,5302QT
2. Filters, Lighting, Gate, Chiller, Air Handler, Exhaust System
3. _____
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 9/20/19

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: John Caruso SGT Date: 9/20/19

Signed: _____

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

AIR COOLED CHILLER, PACKAGE UNIT

SITE AND BLDG #: NY039-01

MECHANIC SIGNATURE:

DATE: 9/3/19

LOCATION/RM #:

WO# 5458

ASSET # 9890

START TIME: 9am

FINISH TIME: 10am

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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 tobe maintainted by technician in universal waste binder.	✓		
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.		✓	unit was not disposed of
8	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.	✓		
9	Refrigerant oils to be treated as hazardous waste.	✓		
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.	✓		unit is clean
2	Pressure wash coil with proper cleaning solution.	✓		coils are clean
3	Straighten fin tubes with fin comb.	✓		fin tubes are straight

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
4	Check electrical wiring and tighten loose connections. Check fused disconnect switches for condition and operation.	✓		wiring and fuses are good
5	Check mounting for tightness.	✓		mounting is tight
6	Check for corrosion. Clean and treat with inhibitor as needed.	✓		no corrosion
7	Check fan or blower for bent or damaged blades and imbalance.	✓		no bent or damaged blades
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.	✓		all are good
EVAPORATOR				
1	Inspect evaporator for any obvious deficiencies.	✓		no obvious deficiencies
2	Inspect plumbing, valves and flanges for leaks and correct as needed.	✓		no leaks found
COMPRESSOR(S)				
1	Lubricate drive coupling, if applicable.	✓		no Drive coupling
2	Lubricate motor bearings (non-hermetic), if applicable.	✓		hermetic Motors
3	Check bearrings for vibrations or unuasual noises.	✓		no vibrations or unusual noises
4	Leak test unit with soap test or electronic device.	✓		used electronic device
5	Check compressor oil level., if applicable.		✓	no sight glass
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.		✓	unable to run Chiller at this time
7	Check vibration eliminators. Replace as necessary.	✓		vibration eliminators look good
8	Check safety controls for high pressure cut off.		✓	unable to check high pressure cutoff
CONTROLS				
1	Confirm chiller is operating through building automation.	✓		Chiller operates off thermostats

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 perfomed by: HVAC Technician

Additional Notes: unit is not in operation at this time the building is empty but I think there is a problem with the circ pump I'm going to request a cm ticket be opened