

**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:  _____

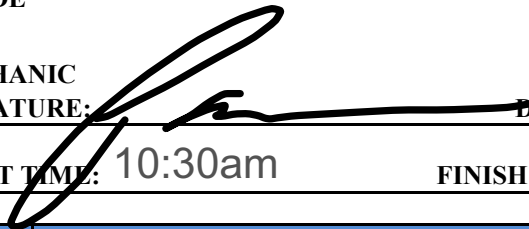
E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

LIGHTING, OUTSIDE

SITE AND BLDG #: NY-113-02

MECHANIC

SIGNATURE: DATE: 11/21/19

LOCATION/RM #:

WO# 5977ASSET # 190917-590START TIME: 10:30amFINISH TIME: 11am

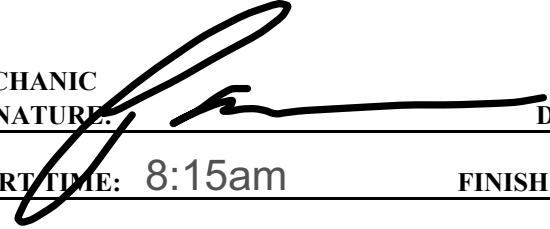
CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Schedule and coordinate work with operating personnel.			
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Inspect lighting contactor for pitting or arcing - report issues			
2	Inspect visual condition of wiring. Look for evidence of overheating.			
3	Check for proper light operation.			
4	Test operation of automatic switches/ time clock/ photocells if applicable.			
5	Inspect light pole and mounting devices for deficiencies.			
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.			

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES

MECHANIC
SIGNATURE: 

DATE: 11/21/19

SITE AND BLDG #: NY-113-02

LOCATION/RM #: WO# 5977 ASSET # 190917-592
190917-594

START TIME: 8:15am

FINISH TIME: 8:45am

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	Notify affected personnel before performing PM (alarmed or security entrances).	☒	☐	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	☒	☐	used PB blaster garage door lubricant
2	Check all locking devices. Lubricate as required.	☒	☐	used white lithium grease
3	Inspect center gate support rollers and lubricate as required.	☐	☒	
4	Clean roller track of any debris.	☐	☒	no debris
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	☒	☐	all are tight
6	Check for any obstructions that retard full swing or movement of the gate.	☒	☐	no obstructions
7	Check that shrubs and trees are pruned clear of gate.	☒	☐	shrubs and trees are clear
8	Check hold open devices for proper operation. Lubricate as required.	☒	☐	
9	Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.	☒	☐	top guard and wires are tight

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To be performed by: General Maintenance Worker

Additional Notes: