

## 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:

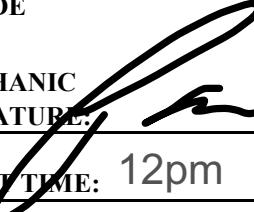
Print Name/Rank: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: 

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**LIGHTING, OUTSIDE**

SITE AND BLDG #:	NY051-01	6186	10066	
		6253	10065	
LOCATION/RM #:	WO#	6421	ASSET #	191917-294
		6443		191917-293

MECHANIC  
 SIGNATURE:   
 DATE: 12/3/19

START TIME: 12pm  
 FINISH TIME: 1pm

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.	✓	/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Inspect lighting contactor for pitting or arcing - report issues	✓	/	no arcing or pitting
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓	/	wiring looks good no overheating
3	Check for proper light operation.	✓	/	lights function properly
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓	/	all work properly
5	Inspect light pole and mounting devices for deficiencies.	✓	/	light poles and mounting are good
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓	/	no deficiencies noted

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:**

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**GATES**

SITE AND BLDG #: **NY051-01**

LOCATION/RM #: **6187**  
WO# **6421**  
ASSET # **190917-299**  
**6443**

MECHANIC  
SIGNATURE: 

DATE: **12/3/19**START TIME: **9am**FINISH TIME: **10:30am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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).	✓	/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	✓	/	
2	Check all locking devices. Lubricate as required.	✓	/	
3	Inspect center gate support rollers and lubricate as required.	✓	/	
4	Clean roller track of any debris.	✓	/	
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	✓	/	
6	Check for any obstructions that retard full swing or movement of the gate.	✓	/	
7	Check that shrubs and trees are pruned clear of gate.	✓	/	
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.	✓	/	

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 10069 has a work order that will be completed when the parts come in the gate it's so is still in bad shape from a windstorm and the opener / operator it's still not functioning properly

asset 190917-299 does not function at all there is a capital project in to replace these Gates