CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE

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

FACID/Building: MD019 Date of Visit: 5/15/19

Contractor Personnel on Site:

1. John Brown
2. _____
3. _____
4. _____

Work Performed:

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

1. 8467MO, 8487QT, 8519SA, 8549FQ, 8488QT, 8500FQ
2. GATE, ICE MAKER, REFRIGERATORS, WATER HEATERS, AIR HANDLERS, HUMIDIFIER, FURNACE
3. _____
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Johnny W Brown Date: 5/15/19

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: SFC Ryan Willoughby Date: 5/15/19

Signed: _____

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

AIR HANDLER

SITE AND BLDG #: MD019-B1

MECHANIC SIGNATURE: [signature] **DATE:** 5/15/19

LOCATION/RM #: **WO#** 8519 **ASSET #** 2046

START TIME: 0900 **FINISH TIME:** 1630

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	Remove power at Drive or at Breaker Panel. Verify with tester or meter that power has been removed. Install lock out tag out if servicing alone or in confined space for safety precautions.	✓		
	TO BE PERFORMED AT EACH INSPECTION SERVICE			
1	Check fan blades and moving parts for cracks and excessive wear.	✓		
2	Check running motor amperatures on all three phases (record in note column) notate L1, L2, and L3 amp draws.	✓		L1 2 L2 2 L3 2.2
3	Tighten all electrical connectors/lugs to proper torque.	✓		
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.	✓		
5	Check bearing collar set screws on fan shaft to make sure they are tight.	✓		
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.	✓		
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.	✓		
8	Lubricate mechanical bearings and connections sparingly.	✓		
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.	✓		
10	Check coils for leaking, tightness of fittings.	✓		
11	Use fin comb to straighten coil fins.	✓		
12	If applicable, clean strainer (annually).	✓		
13	Flush and clean condensate pans and drains, remove all rust prepare metal and paint. Hose down coils and drain pans and wash with an appropriate EPA approved solution approved solution. Treat condensate pans with an EPA approved biocide.	✓		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	Check belts for wear and cracks, adjust tension or alignment. Replace belts when necessary. Multi-belt drives shall only be replaced with matched sets.	✓		
15	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.	✓		
16	Check and test freezestat for proper operation	✓		
17	Vacuum interior of unit.	✓		
18	Check filter doors and access doors for proper gasketing and air leaks. Correct as necessary.	✓		
19	Lubricate fan shaft bearings while unit is running. Add grease slowly until slight bleeding is noted from the seals. Do not over lubricate. Remove old or excess lubricant.	✓		
20	Clean up work area.	✓		

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

HUMIDIFICATION SYSTEMS

SITE AND BLDG #: MD019-B1

MECHANIC SIGNATURE: [signature] **DATE:** 5/15/19

LOCATION/RM #: **WO#** 8519 **ASSET #** 2053

START TIME: 0900 **FINISH TIME:** 1630

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
	SPECIAL INSTRUCTIONS			
1	Review manufacturer's instructions.	✓		
2	Turn off water supply for inspection.	✓		
3	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
4	Use of work gloves may be necessary due to caustic residual mineral deposits.	✓		
	TO BE PERFORMED AT EACH INSPECTION SERVICE			
1	Operate humidistat through its throttling range to verify activation, or deactivation of humidifier.	✓		
2	As needed, clean and flush condensate pans, drains, water pans, etc. Remove corrosion, and repaint or recoat as needed. If a corrosion preventive chemical is used, ensure that it does not become a part of the indoor air by creating large amounts of volatile organic compounds or irritants. Check the Safety Data Sheet (SDS) to see what hazardous products are present. If hazardous products are present rinse very well before the system is returned to use. Ensure that the paint lead level is 0.06% or less.	✓		
3	Check condition of heating element. Clean steam coils.	✓		
4	Clean steam/water spray nozzles. Adjust/replace as needed.	✓		
5	Inspect steam trap for proper operation.	✓		
6	Inspect pneumatic controller for air leaks.	✓		
7	Inspect water lines for leaks and corrosion. Tighten all connections and repair leaks.	✓		

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To be perfomed by: HVAC Technician

Additional Notes: