CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE

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

FACID/Building: NY052 Date of Visit: 5/22/19

Contractor Personnel on Site:

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

Work Performed:

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

1. 8627QT, 8772SA, 7890SA, 8537FQ, 8733SA, 7922SA
2. ICE MAKER, REFRIGERATOR, WATER HEATER CAP, CONDENSING UNIT, PTACS
3. FURNACE/ FILTER
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 5/22/19

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: Daniel m taft Date: 5/22/19

Signed: _____

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
OUTDOOR CONDENSING UNIT

SITE AND BLDG #: NY052-B1 **MECHANIC SIGNATURE:** **DATE:** 5/22/19

LOCATION/RM #: **WO#** 8772 **ASSET #** 3241/3242/3248 **START TIME:** 10:30am **FINISH TIME:** 11:30am

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	Schedule outage of unit with personnel in area the unit serves.			
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	If disposal of the equipment is required, follow regulations concerning removal of refrigerants and disposal of the unit.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Remove debris from air screen and clean underneath unit.	✓		all debris have been removed
2	Wash coil with coil cleaning solution - Rinse Thoroughly	✓		coil is clean
3	Straighten fin tubes with fin comb, as needed.	✓		fin tubes are straight
4	Check electrical connections for tightness.	✓		electrical connections are good
5	Check mounting base for tightness.	✓		mounting is good
6	Inspect fans for bent blades, unbalance, excessive noise and vibrations.	✓		no bent blades or excessive noise
7	Inspect all piping for leaks and tighten loose connections.	✓		no leaks or loose connections
8	Check wires at condenser electrical fused safety switches for tightness and burned insulation. Repair as necessary.	✓		no overheating wires are tight
9	Check supply air temperature to ensure unit is operating properly. If possible record room temperature.	✓		all units good average 68 degrees
10	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		all units are in good condition
11	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: