CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE

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

FACID/Building: NY070 Date of Visit: 6/10/19

Contractor Personnel on Site:

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

Work Performed:

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

1. 9130AN, 9248QT, 9442SA, 9186AN, 9254QT, 9299QT, 9461SA 9168AN, 9169AN, 9482SA
2. EXHAUST FANS, CIRCULATING PUMPS, TANKS,EXPANSION TANKS, FILTER FEEDER,
3. HEATERS, OIL SEPARATOR, VEHICLE EXHAUST,
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 6/10/19

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 Granata AFOS Date: 6/10/19

Signed: _____

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, HOT WATER

SITE AND BLDG #: NY070-02

MECHANIC SIGNATURE: [signature]

DATE: 6/10/19

LOCATION/RM #:

WO# 9461 **ASSET #** SEE BELOW

START TIME: 1pm

FINISH TIME: 1:30pm

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 shutdown with operating personnel.	✓		
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.	✓		
	TO BE PERFORMED AT EACH INSPECTION SERVICE			
1	Check valve for full stroke operation in both directions, if applicable.	✓		valve functions correctly
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓		no signs of abnormal wear or leaks
3	Clean the coil with vacuum cleaner.	✓		coils are clean
4	Comb the fins as needed.	✓		fins are straight
5	Clean all fans and motors.	✓		all are clean
6	Check operation of controls and safeties.	✓		all function properly
7	Lubricate as required.	✓		
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		direct drive alignments good

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: General Maintenance Worker

Additional Notes:

ASSET #4364,4374,4376,4377,4378,4387,4388,4389,4528,4592

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, ELECTRIC

SITE AND BLDG #: NY070-02

MECHANIC SIGNATURE:

DATE: 6/10/19

LOCATION/RM #:

WO# 9461 **ASSET #** 4553

START TIME: 1:30pm **FINISH TIME:** 1:45pm

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.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check heater coils and assocoated piping for leaks or corrision.	✓		no corrosion or leaks
2	Clean heating coil. Brush vaccum where accessible.	✓		heating coil is clean
3	Inspect wiring and electrical controls for loose connections, charred, frayed or broken insulation, evidence of short circuiting, wrong size fuses, circuit breakers, or switches, and other electrical deficiencies. Tighten any loose connections.	✓		all are good
4	Inspect fan for bent blades, unbalance, excessive noise and vibration.	✓		fan blades are good
5	Check motor and fan shaft bearings for noise, vibraton, overheating; lubrucate bearings.	✓		no unusual noise or vibration
6	Verify proper control by modulating the thermostat through complete cycle.	✓		thermostat functions properly
7	Inspect unit for proper operation.	✓		unit operates correctly
8	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

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: