

# Tools for Schools - Indoor Air Quality

## Follow-up Action Plan for Project Manager



Indian Trace Elementary

83 70%

Principal: Ms. Wanda Ross

Walkthrough Date: 6/8/2004

Temp RH Co2  
Outside Measurements

Assignment Member: Jeff Moquin

Room	Priority	Responsible	Assessment Comments	Recommended Corrective Action
104	1	Project Manager	It was observed that the paint on the south wall is bubbling.	The Project Manager needs to evaluate the wall to assess need for remediation. If bubbling is the result of water intrusion, the PM also needs to ensure the current project at the location has adequately addressed problem.
105	1	Project Manager	It was observed that the paint on the south and east walls is bubbling and discolored.	The Project Manager needs to evaluate the walls to assess need for remediation. If bubbling is the result of water intrusion, the PM also needs to ensure the current project at the location has adequately addressed problem.
136	3	Project Manager	The drywall joint tape is exposed above entry way to door. This appears to be associated with the remediation project in this classroom.	The Project Manager needs to request the contractor to address this "punchlist" item.
218	3	Project Manager	Occupants within the school have the understanding the HVAC system is in constant operation during the remediation project at this location.	The Project Manager should discuss the operation of the HVAC system with Energy Management and clearly communicate the actual operation of system to the Principal and location staff.
301B	1	Project Manager	It was reported this room already had completed remediation for water intrusion. On the date of assessment paint was already observed to be coming off of walls that were previously remediated.	The Project Manager needs to evaluate wall to ascertain if the peeling paint is the result of incomplete remediation or associated with the paint itself. Once problem has been identified, the PM needs to implement appropriate corrective action.
420	2	Project Manager	Teacher reported there are numerous residual construction issues (baseboards/outlets) that need to be addressed throughout the location.	Project Manager should review these punchlist items with contractor. All items that are outside the scope of the current project should be addressed with the initiation of appropriate work orders.
420	2	Project Manager	Teacher reported there were several issues involving poor drainage throughout the location.	Project Manager should review with school administration all efforts that have been made to date to address drainage. If scope of completed work doesn't address all reported problems, appropriate follow-up work should be initiated.
511	1	Project Manager	Suspect microbial activity was observed in the storage closet on the built-in shelving.	Environmental Project Manager needs assess this area and implement appropriate remediation of the shelving and other affected materials.