

# Tools for Schools - Indoor Air Quality

## Follow-up Action Plan for District Maintenance



Riverside Elementary

77.6 71% 337

Principal: Mr. Larry Katz

Walkthrough Date: 4/28/2004

Temp RH Co2  
Outside Measurements

Assignment Member: Jeff Moquin

Room	Priority	Responsible	Assessment Comments	Recommended Corrective Action
410	2	District Maintenance	21 occupants in classroom at time of assessment. Ants were observed in corner of room during assessment.	Environmental measurements were all within acceptable ranges at the time of assessment. Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
506	2	District Maintenance	27 occupants in classroom at time of assessment.	Environmental measurements were all within acceptable ranges at the time of assessment. Maintenance needs to establish a work order to inspect room for pests and implement appropriate corrective action.
509	1	District Maintenance	HVAC system was not operational at time of assessment. Emergency work order has been established to address situation.	Maintenance needs to repair HVAC system and ensure environmental parameters are within acceptable range.
509	2	District Maintenance	The coils in Air Handler Unit 1 (FISH 510) appeared to be in need of cleaning.	Maintenance needs to establish work order to inspect coils in this unit and take appropriate corrective action based on inspection.
512	1	District Maintenance	HVAC system was not operational at time of assessment. Emergency work order has been established to address situation.	Maintenance needs to repair HVAC system and ensure environmental parameters are within acceptable range.
806	2	District Maintenance	Ants were observed in classroom at time of assessment.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
813	2	District Maintenance	Spiders and ants were observed in this classroom at the time of the assessment.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
850	2	District Maintenance	21 occupants in classroom at time of assessment. Co2 was slightly elevated at time of assessment.	Maintenance needs to establish work order to inspect the fresh air intake vents of this ventilation unit. Take appropriate action based on inspection.
852	2	District Maintenance	Ants were observed in classroom at time of assessment.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
852	2	District Maintenance	25 occupants in classroom at time of assessment. Co2 level was slightly elevated at time of assessment.	Maintenance needs to establish work order to inspect the fresh air intake vents of this ventilation unit. Take appropriate action based on inspection.
904	2	District Maintenance	Ants were observed in classroom at time of assessment.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
905	1	District Maintenance	There was apparent water damage to the southwest wall of the media center.	Maintenance needs to establish work order to inspect window seal on southwest wall and repair apparent water damage to baseboard.

<b>Room</b>	<b>Priority</b>	<b>Responsible</b>	<b>Assessment Comments</b>	<b>Recommended Corrective Action</b>
School Grounds	1	District Maintenance	It was observed that some areas of sod in the courtyards were a higher elevation than the walkways.	Maintenance needs to establish work order to re-grade areas of school in order to funnel water away from building and walkways.