

# Tools for Schools - Indoor Air Quality

## Follow-up Action Plan for District Maintenance



Parkway Middle

86 48%

Principal: Mr. David Hall

Walkthrough Date: 5/18/2004

Temp RH Co2  
Outside Measurements

Assignment Member: Mark Dorsett

Room	Priority	Responsible	Assessment Comments	Recommended Corrective Action
107	1	District Maintenance	Ceiling tiles are water damaged by back door.	Maintenance to inspect for leaks and repair as appropriate and replace ceiling tiles.
116-118	2	District Maintenance	Check stove hood, ducts. There is no ventilation for adjoining rooms.	Maintenance to inspect and repair as appropriate.
124	2	District Maintenance	The humidity was 59% at the time of assessment. The desired humidity level is below 60%. Teacher advised that mold forms during the summer months.	Maintenance needs to inspect HVAC for proper operation.
138	1	District Maintenance	Ceiling tiles have water damage.	Maintenance to inspect for leak and repair as appropriate and replace ceiling tiles.
138	2	District Maintenance	Condensation on windows and vents.	Maintenance to inspect and repair as appropriate.
139	2	District Maintenance	Ceiling tiles are bowed.	Maintenance to inspect and repair as appropriate.
139	3	District Maintenance	Teacher advised that bugs come into the room.	Maintenance to inspect closers and repair as appropriate.
139	3	District Maintenance	Teacher advised room is sometimes hot.	Maintenance needs to inspect HVAC for proper operation.
140	2	District Maintenance	Check ceiling tiles.	Maintenance to inspect and repair as appropriate.
140	3	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
141	2	District Maintenance	Ceiling tiles are water damaged.	Maintenance to inspect and repair as appropriate.
147A	2	District Maintenance	Ceiling tiles are damaged, window needs to be replaced, and vents and return grills need to be cleaned.	Maintenance to inspect and repair as appropriate.
148	2	District Maintenance	Moisture in light diffuser cover.	Maintenance to inspect and repair as appropriate.
151	1	District Maintenance	Appears to be a roof leak.	Maintenance to inspect for roof leak and repair as appropriate and replace ceiling tiles.
151	2	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
152	2	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
152	2	District Maintenance	Moisture in light diffuser covers.	Maintenance to inspect and repair as appropriate.
153	1	District Maintenance	Stained ceiling tiles.	Maintenance to inspect for roof leak and repair as appropriate and replace ceiling tiles.
154	2	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.

Room	Priority	Responsible	Assessment Comments	Recommended Corrective Action
159	2	District Maintenance	Natural gas odor.	Maintenance to inspect and repair as appropriate.
159	2	District Maintenance	Teacher reported roaches.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
160	2	District Maintenance	Teacher reported an ant problem.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
167	2	District Maintenance	Temperature was within acceptable range at time of assessment. Co2 slightly elevated.	Maintenance to inspect and repair as appropriate to lower Co2 level.
168	2	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
168A	2	District Maintenance	Teacher cannot open window.	Maintenance to inspect and repair as appropriate.
168A	2	District Maintenance	Temperature was within acceptable range at time of assessment. Teacher reported sometimes too cold.	Maintenance needs to inspect HVAC for proper operation.
168A	2	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
169	2	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
180A	2	District Maintenance	Humidity is elevated.	Maintenance needs to inspect HVAC for proper operation.
180A	2	District Maintenance	Window does not close.	Maintenance to inspect and repair as appropriate.
426	2	District Maintenance	Teacher reported pests.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
429	3	District Maintenance	Teacher reported the room is generally too cold. Temperature was within recommended range.	Maintenance needs to inspect HVAC for proper operation.
442	1	District Maintenance	Ceiling tiles are water damaged.	Maintenance to inspect for roof leak and repair as appropriate and replace ceiling tiles.
452	3	District Maintenance	Teacher reported the room is generally too warm. Temperature was within recommended range.	Maintenance needs to inspect HVAC for proper operation.
452	3	District Maintenance	Teacher reported ants.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.
453	1	District Maintenance	Ceiling tiles are water damaged.	Maintenance to inspect for leak and repair as appropriate and replace ceiling tiles.
914	3	District Maintenance	Teacher reported the room is generally too cold.	Maintenance needs to inspect HVAC for proper operation.
920	2	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
925	2	District Maintenance	Teacher reported the room is generally too warm. Temperature was within recommended range. But there is no air circulation.	Maintenance needs to inspect HVAC for proper operation.
P-05	3	District Maintenance	Humidity slightly elevated.	Maintenance needs to inspect HVAC for proper operation.
P-09	2	District Maintenance	Window will not shut.	Maintenance to inspect and repair as appropriate.

<b>Room</b>	<b>Priority</b>	<b>Responsible</b>	<b>Assessment Comments</b>	<b>Recommended Corrective Action</b>
P-09	3	District Maintenance	Teacher reported pests.	Maintenance needs to establish work order to inspect room for pests and implement appropriate corrective action.