

APPENDIX J
Building Review Questionnaire - Sample

Building Name: Crystal Pool

Job No. 2010-056

Employee Name: NOT REQUIRED

The Following “Code Numbers” identify the individual areas of the building.

Refer to existing plans & elevations attached.

Basement Level	Main Level 1		Upper Level 2	Upper Level 3
B100 - Corridor	100 - Foyer	126 – North Pool Deck	200 – Fitness Loft	300 – South Fan Room
B101 – Electrical Rm	101 - Lobby	127 – East Pool Deck	201 - Office	301 – North Fan Room
B102 – Lower Auditorium	102 – General Office	128 – South Pool Deck	202 – Janitor’s Rm	302 – Open to below
B103 - Storage	103 – Manager’s Office	129 – West Pool Deck	203 – Fitness Deck	
B104 – Ozone Room	104 - Office	130 - Sauna	204 - Corridor	
B105 - Foyer	105 - Office	131 - Steam	205 - Terrace	
B106 – Chemical Storage	106 – Janitor Room	132 – Hot Tub	206 - Terrace	
B107 - Corridor	107 – Drying Room	133 – Mechanical Rm	207 – Weight Training	
B109 - Summer	108 - Office	134 – South Fan Room	208 – Cardio Training	
B110 – Rec.	109 - Office	135 – South Vestibule	209 - Terrace	
B111 - Storage	110 – Women’s Locker Rm	136 - Storage	210 - Terrace	
B112 – Water Slide	111 – Women’s Lifeguard Rm	137 - Showers	211 - Corridor	
B113 - Storage	112 – Utilities Room	138 - Storage	212 – Women’s Water Closet	
B114 – Wood Shop	113 – Women’s Water Closet	139 – Drying Area	213 – Men’s Water Closet	
B115 – Filter Room	114 – Utilities Room	140 – Men’s Lifeguard Rm	214 - Corridor	
B116 – Workshop	115 – Chlorine Storage	141 – Men’s Water Closet		
B117 – Boiler Room	116 – Chlorine Mixing	142 – Men’s Locker Rm		
B118 – Crawl Space	117 - Storage	143 – Janitor’s Rm		
B119 – Lower Fitness Area	118 - Showers	144 - Hallway		
	119 – North Vestibule	145 - Childminding		
	120 - Storage	146 – Staff Room		
	121 – North Fan Room	147 - Kitchen		
	122 - Storage	148 - Storage		
	123 – First Aid Room	149 – Conference Rm		
	124 – Lifeguard’s Office			
	125 – Training Pool			

Please provide check marks in the appropriate areas or fill in answers as required.

1. Do you have water leaks in any of the following areas?

	Basement Level	Main Level 1	Upper Level 2	Upper Level 3
Walls				
Ceiling				
Floors				

2. Do any of the leaks previously identified in question 1 appear only when it rains?

YES NO

3. Are there any walls that are usually cold to touch during periods of cold weather?

Basement Level	Main Level	Upper Level	Upper Level 3

4. Are there any areas of black mildew?

Basement Level	Main Level 1	Upper Level 2	Upper Level 3

Please describe: _____

5. Are you experiencing any problems with windows?

	Basement Level	Main Level 1	Upper Level 2	Upper Level 3
5.1 Water leaks				
5.2 Air leaks (drafts				
5.3 Condensation				
5.4 Icing				
5.5 Sealant squeeze out				
5.6 Broken Glass				
5.7 Difficulty in operation				
5.8 Misalignment				
5.9 Frame finish				
5.10 Wind noise/rattles				
5.11 Unsealed gaps around the frame				
5.12 Other				

6. Do any of the leaks previously identified in 5.1 occur only when it rains?

YES

NO

7. Are you experiencing any problems with exterior doors?

	Basement Level	Main Level 1	Upper Level 2	Upper Level 3
7.1 Water leaks				
7.2 Air leaks (drafts				
7.3 Condensation				
7.4 Icing				
7.5 Sealant squeeze out				
7.6 Broken Glass				
7.7 Difficulty in operation				
7.8 Misalignment				
7.9 Frame finish				
7.10 Wind noise/rattles				
7.11 Unsealed gaps around the frame				
7.12 Other				

Please describe: _____

8. Do any of the leaks previously identified in question 7.1 occur only when it rains?

YES

NO

9. Does cold air penetrate into the building?

Basement Level	Main Level 1	Upper Level 2	Upper Level 3

10. Does the building have dehumidifiers? If so, where are they located?

Basement Level	Main Level 1	Upper Level 2	Upper Level 3

11. Does the building have humidifiers? If so, where are they located?

Basement Level	Main Level	Upper Level	Upper Level 3

12. Does the building have any unusual odor? (ie. Paint, smoke, acid smells...etc.)

Location: _____

Description: _____

Remarks: _____

13. Have any cracks appeared in the walls, floors or ceilings?

Please describe the location: _____

Width?

Hairline

Credit Card
Thickness

Wider

If wider, please be specific: _____

14. Are there any problems with the exterior of the building?

Here are a few suggested items to look for:

14.1	Black mould growth to walls
14.2	Peeling wall and finishes.
14.3	Ponding of rainwater
14.4	Water staining to walls
14.5	Any other problems you may have noticed

YES

NO

Please describe: _____

15. Do you have any comments? _____

On behalf of CEI, we thank you for your time to complete this questionnaire.

Ian Welsh
CTech Building