

Resolution Tracking Form - SAMPLE

[PROJECT]
[date]

| Issue # | Date Initiated | Initiated By | Issue Description | Update / Resolution | RTF Photo | Date Resolved | Resolved Initials |
|---------|----------------|--------------|---|--|--------------------|---------------|-------------------|
| 75 | x.x.xx | FCG | FCG observed that light fixtures were being stored uncovered in Meeting Rm. 2085. The fixtures were observed to have significant dust accumulation on the fixtures, including the lenses. | (xx.xx.xx) The light fixtures have been relocated into the surrounding corridor, but have been left uncovered. | 75A, 75B, 75C | | |
| 76 | x.x.xx | FCG | FCG observed that the type F1D and type F3D light fixtures installed in Meeting Rm. 2085 had dust accumulation on the lenses. | (xx.xx.xx) No change. | 76A, 76B | | |
| 77 | x.x.xx | FCG | FCG observed that the type F1D and type F3D light fixtures installed in Meeting Rm. 2084 had dust accumulation on the lenses. | (xx.xx.xx) No change. | 77A | | |
| 78 | x.x.xx | FCG | FCG observed that the type F1D and type F3D light fixtures installed in Meeting Rm. 2086 had dust accumulation on the lenses. | (xx.xx.xx) No change. | | | |
| 80 | x.x.xx | FCG | FCG observed light fixtures stored uncovered on a table in Lounge 2091. A significant amount of dust had accumulated on the fixtures. | (xx.xx.xx) No change. | 80A | | |
| 81 | x.x.xx | FCG | The power transformers were observed to have significant dust accumulation inside the units. T&D Solutions stated that they will schedule a cleaning of the transformer interiors once the surrounding areas have been cleaned. | | 81A, 81B, 81C, 81D | | |
| 82 | x.x.xx | FCG | FCG observed the building envelope spray foam removed for stone anchor installation. The mason explained to FCG that they were to seal these voids with a spray foam material. There is a concern that there may have been some voids not sealed prior to FCG being onsite. | | 82A, 82B | | |
| 83 | x.x.xx | FCG | FCG observed the water meter connected to the cooling tower make up water is located in BSA 2115. xxxl stated he would check into this and confirm that this is the correct location. | | 83A, 83B | | |
| 84 | x.x.xx | FCG | FCG observed Expansion Tank ET-1 installed for WH-2 in BSA 2115 is not supported in accordance with Detail 1002- Water Heating Piping Diagram on Drawing P0.03. | | 84A | | |

Resolution Tracking Form Photos - SAMPLE

[Project]

| RTF Issue # | RTF Image #: | RTF Image: | Notes: | Date Resolved: |
|-------------|--------------|---|--------|----------------|
| 083 | 83A |  | | |
| 083 | 83B |  | | |
| 084 | 84A |  | | |
| 114 | 114A |  | | |
| 136 | 136A |  | | |