

DOOR DATA (1/21/98)  
GENERAL INFORMATION

1. Building Name: \_\_\_\_\_ 2. Number: \_\_\_\_\_

3. Type: ☐ Exterior ☐ Interior Room Door No.(s) \_\_\_\_\_

4. Entrance Function: ☐ Classroom \_\_\_\_\_ Quantity ☐ Office \_\_\_\_\_ Quantity  
☐ Dorm room \_\_\_\_\_ Quantity ☐ Corridor \_\_\_\_\_ Quantity  
☐ Closet \_\_\_\_\_ Quantity ☐ Restroom \_\_\_\_\_ Quantity  
☐ Public bldg. entrance \_\_\_\_\_ Quantity  
☐ Public bldg. exit only \_\_\_\_\_ Quantity  
☐ Other \_\_\_\_\_

5. Operating Function: ☐ Hinged ☐ Roll-up ☐ Other \_\_\_\_\_  
☐ Sliding:  
☐ Pocket ☐ Bi-fold ☐ Accordion ☐ Bi-pass

6. Location(s): \_\_\_\_\_

7. Opening: ☐ Single ☐ Double ☐ Storefront ☐ Other \_\_\_\_\_

8. Door size (inches)  
A. Height \_\_\_\_\_ Width \_\_\_\_\_ Thickness \_\_\_\_\_ Quantity \_\_\_\_\_  
B. Height \_\_\_\_\_ Width \_\_\_\_\_ Thickness \_\_\_\_\_ Quantity \_\_\_\_\_  
C. Height \_\_\_\_\_ Width \_\_\_\_\_ Thickness \_\_\_\_\_ Quantity \_\_\_\_\_  
D. Height \_\_\_\_\_ Width \_\_\_\_\_ Thickness \_\_\_\_\_ Quantity \_\_\_\_\_  
E. Height \_\_\_\_\_ Width \_\_\_\_\_ Thickness \_\_\_\_\_ Quantity \_\_\_\_\_

9. Construction: ☐ Aluminum ☐ Steel ☐ Wood ☐ Other \_\_\_\_\_  
☐ Hollow core ☐ Solid core Gauge \_\_\_\_\_  
☐ Flush ☐ Raised panel  
☐ Narrow style ☐ Medium style ☐ Wide style

10. Finish: ☐ Anodized aluminum ☐ Paint ☐ Stain/varnish ☐ Veneer ☐ Plastic laminate  
☐ Other \_\_\_\_\_

11. Fire Rating: ☐ 3 hour ☐ 1-1/2 hour ☐ 3/4 hour ☐ 20 min. ☐ none ☐ contains asbestos  
☐ Magnetic hold open ☐ Mechanically held open

12. Door Frame: ☐ Steel ☐ Wood ☐ Aluminum ☐ Custom ☐ Thermal break ☐ Mullion  
☐ Other \_\_\_\_\_ Gauge \_\_\_\_\_

13. Door Lite: ☐ Full glass door ☐ Wire glass ☐ Tempered glass ☐ Laminated  
☐ Resin ☐ Other ☐ None  
☐ Size \_\_\_\_\_"length x \_\_\_\_\_"width Round \_\_\_\_\_"diameter  
Number of lites per door \_\_\_\_\_ ☐ Other \_\_\_\_\_

14. Door Louvre: ☐ Wood ☐ Metal ☐ Fire actuated ☐ Other \_\_\_\_\_ ☐ None  
Size \_\_\_\_\_"length x \_\_\_\_\_"width

15. Locking Mechanism:

Lockset: Manufacturer \_\_\_\_\_ ☐ Unit ☐ Cylindrical ☐ Mortise  
☐ ADA approved ☐ Quantity \_\_\_\_\_

2nd Type Lockset: Manufacturer \_\_\_\_\_ ☐ Unit ☐ Cylindrical ☐ Mortise  
☐ ADA approved ☐ Quantity \_\_\_\_\_

Panic Device: Manufacturer \_\_\_\_\_ Quantity \_\_\_\_\_  
☐ Concealed verticle rod ☐ Exposed verticle rod ☐ Mortised ☐ Side latch ☐ None

Accessories:

☐ Barrel bolt ☐ Deadbolt ☐ Flush bolts ☐ Push plate ☐ Pull plate ☐ Coordinator  
☐ Mechanisms electronically operated ☐ Other \_\_\_\_\_

16. Keying System: ☐ Keyed ☐ Electronic ☐ None  
Manufacturer \_\_\_\_\_

17. Hinges: ☐ 3 knuckle ball bearing ☐ 5 knuckle ball bearing ☐ Continuous ☐ Pivot  
☐ Non-bearing barrell and pin ☐ Full mortise ☐ Half mortise  
☐ Full surface ☐ Half surface ☐ Swing clear ☐ Other \_\_\_\_\_  
☐ Sliding \_\_\_\_\_ ☐ Double action  
☐ Hinge size \_\_\_\_\_"width x \_\_\_\_\_"length  
☐ Standard weight ☐ Heavy weight ☐ Spring loaded  
No. of hinges per door \_\_\_\_\_

18. Door Hand: ☐ Left hand ☐ Right Hand ☐ Left hand reverse bevel  
☐ Right hand reverse bevel ☐ Double acting

19. Door Closure: Manufacturer \_\_\_\_\_ ☐ Concealed ☐ Surface mounted  
☐ Recessed floor ☐ Recessed header ☐ Other \_\_\_\_\_  
☐ Air ☐ Hydraulic ☐ Mechanical ☐ Electric  
Quantity \_\_\_\_\_ ☐ None

20. Handicap: ☐ Accessible ☐ Automatically operated ☐ Closure assisted  
☐ Electric ☐ Air ☐ Hydraulic ☐ Radio controlled  
☐ Non-accessible

21. Year Installed \_\_\_\_\_

22. Weatherstripping:    ☐ Brush type    ☐ Rubber    ☐ Felt    ☐ Sound attenuated  
                                 ☐ Other \_\_\_\_\_    ☐ None

23. Threshold:        ☐ Metal        ☐ Wood        ☐ Stone        ☐ Synthetic  
                                 ☐ Other \_\_\_\_\_        ☐ None

24. Door Plate        ☐ Kick plate    ☐ Other \_\_\_\_\_    ☐ None

Sheet \_\_\_\_\_ of \_\_\_\_\_ for this building.

Prepared by \_\_\_\_\_ Date \_\_\_\_\_

- Item 1. The building name is the official name as assigned by the institution.
- Item 2. If the building has been assigned a building number, enter the number.
- Item 3. Check the appropriate box. Complete room door number only if an easier way to identify location. Multiple doors can be listed here. Airlock interior doors are considered interior doors.
- Item 4. Check the appropriate entrance function of the door or group of doors being rated. Fill in other if necessary. Examples of other could be garage, shop or boiler room door. Fill in the quantity of similar functions represented.
- Item 5. Check the appropriate operating function of the door or group of doors being rated. Sliding operation requires two entries.
- Item 6. Fill in location of door or group of doors being rated, for example, a classroom building location for office doors could be "all three stories' office doors" if the doors are similar. Building entrance doors could be "west" entrance, or east and west if doors are similar.
- Item 7. Check appropriate box. Single consists of one door of any size; double consists of two abutting doors of any size; storefront includes three or more abutting doors either interior or exterior. Indicate dutch in other.
- Item 8. Indicate door size and quantity.
- Item 9. Check at least two boxes: door construction type and core construction. Gauge is optional. Other could be fibreglass or thermo plastic, etc.
- Item 10. Check the appropriate box for the type of finish found on the door.
- Item 11. Check for UL, FM or Warnock Husey fire label on doors. Rate door only by label, not entire opening.
- Item 12. Check appropriate frame type.
- Item 13. Tempered glass is normally stamped so.
- Item 14. Check appropriate type and indicate size.
- Item 15. Indicate lockset manufacturer and appropriate type. Space for two different type locksets for similar doors. List panic device and quantity. Electronically operated mechanisms could include door strikes.

- Item 16. List keying system utilized.
- Item 17. Indicate hinge type and size and number of hinges each per door.
- Item 18. Indicate how door is hung from outside the space.
- Item 19. List manufacturer of closure and quantity represented.
- Item 20. To be check accessible, the door and entrance must meet all ADAAG criteria.
- Item 21. Enter the year in which the doors were installed.
- Item 22. Enter applicable items.
- Item 23. Enter applicable items.
- Item 24. Enter applicable items.

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Rate elements for only those doors indicated in Item 4 above.

Condition Assessment

| Renewal Activity   | Priority   | Description | W P   |
|--|--|-------------|---|
|  | 0 1 2 3 4  |             |   |
| 25. Priority of door finish                                  | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 26. Rate priority of door locking system                     | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>                          | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 27. Rate priority of door framing                            | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 28. Rate priority of door hanging system                     | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>                          | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 29. Rate priority of door closure system                     | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 30. Rate priority of exterior door systems weather tightness | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>                          | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 31. Rate priority of correcting or replacing door louvers    | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 32. Rate priority of repairing door lites                    | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>                          | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 33. Rate priority of repairs to assisted & automated doors   | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>                          | _____       | <input type="checkbox"/> <input type="checkbox"/> |
| 34. Rate priority of door                                    | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | _____       | <input type="checkbox"/> <input type="checkbox"/> |

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- Item 25. Priority of door finish.
- 0 No action required
  - 1 Paint/varnish or stain faded but no peeling or cracking
  - 2 Paint/finish cracked/marred, worn over less than 10%; recommend reconditioning in 3-5 years
  - 3 Paint/finish cracked/marred, worn over more than 10% of surface; recommend reconditioning in 1 - 3 years
  - 4 Finish badly cracked, peeling, marred by abuse; recommend immediate reconditioning.
- Item 26. Rate priority of door locking system.
- 0 No action required
  - 1 Locking systems operate but require considerable maintenance
  - 2 Locking system fails frequently resulting in call-ins
  - 3 Locks beyond service life for majority of system being evaluated
- Item 27. Rate the priority of the door framing.
- 0 No action required
  - 1 Frame loose, silencers missing, casing split on less than 10% of openings easily repairable with work order
  - 2 Frame split, rotted, rusted, requiring repair materials to rehabilitate on less than 20% of door openings
  - 3 Frame split, rotted, rusting, requiring repair materials to rehabilitate on more than 20% of door openings
  - 4 Frames badly deteriorated at or near the end of service life
- Item 28. Rate the priority of the door operating function.
- 0 No action required
  - 1 Hinges or track slightly worn, however, doors operate easily
  - 2 Hinges or track moderately worn, creating considerable maintenance to adjust doors
  - 3 Hinges or track badly worn and at near end of service life
- Item 29. Rate the priority of the door closure system.
- 0 No action required
  - 1 Opening and closing control operation stable with little beyond routine maintenance - no leaking observed
  - 2 Opening and closing control operation indicate considerable maintenance and leaking observed
  - 3 Closure in need of rebuild, constant maintenance
  - 4 Closure system at end of service life; needs replaced

- Item 30. Rate the priority of the exterior door systems weather tightness.
- 0 No action required
  - 1 Minor gaps in weather stripping; easily repaired
  - 2 More extensive gaps in weather stripping and missing /worn floor sweeps
  - 3 Completely missing weather protection, allowing wind, snow, weather building penetration
- Item 31. Rate the priority of correcting or replacing door louvres.
- 0 No action required
  - 1 Some broken or bent louvres requiring minor repair; none missing
  - 2 Considerably less than 50% of louvres broken or bent or some missing
  - 3 More than 50% of louvres bent or broken; considerable amount missing
  - 4 Louvres beyond service life; need entire unit replaced
- Item 32. Rate the priority of repairing door lites.
- 0 No action required
  - 1 Limited minor cracked glass
  - 2 Glass broken; repair with work order
  - 3 Wrong application for door lite; should be changed to solid panel; constant maintenance problem
- Item 33. Rate the priority of repairs to assisted and automated doors.
- 0 No action required
  - 1 Minor maintenance problems with control and mechanical aspects
  - 2 Considerable maintenance problems with control and mechanical aspects
  - 3 Consistent maintenance problems with control and mechanical aspects; needs replaced
- Item 34. Rate priority of the door.
- 0 No action required
  - 1 Slight deterioration, some veneer splitting; door structurally sound
  - 2 Moderate deterioration, hinge backers and door styles sound; considerable door life remaining
  - 3 Doors constant maintenance problem, hinge backers and styles failing, considerable rusting and splitting; however, door still repairable
  - 4 Door(s) needs replaced; at end of service life

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Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

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