

School/Facility: Glenwood Middle
Location: Room 24
Date of IEQ Report Form: March 1, 2017
Date(s) Investigated: March 9, 2017
January 5, 2017 (part of another investigation)
Date of Report: May 17, 2017

IEQ Concern:

Staff member detects a musty odor that triggers general health symptoms.

IEQ Investigation Process:

Identify deficiencies that may impact IEQ and/or sources of odor concerns. Typically includes the following depending on the nature of concern, but not limited to:

- interview/questionnaire of concern individual(s)
- inspection above drop ceiling (condition of roof deck, pipe insulation, return air plenum)
- inspection of ventilation system (operation of variable air volume box and outdoor air dampers, check controls, measurements of carbon dioxide, temperature and relative humidity, sources near outdoor air intake, measure return and supply air volume, cleanliness of coils, liner and condensate pan)
- inspection of exterior
- inspection below drop ceiling (housekeeping, sink and floor drain traps, signs of past and present moisture concern via visual and/or moisture meter, mold growth, ensure connection of current and capping of abandoned sanitary vents, odorizers, excessive plants and fabric items, identify potential pathways, and measure volatile organic compounds, carbon monoxide, and lighting)

Findings:

- Notable observations were not made during the inspection conducted on January 5, 2017.
- The following observations were observed during the March 9, 2017 inspection.
 - Particulate accumulation starting on the fins of the ceiling HVAC cassettes.
 - Two voids (brick size) exist in the interior side of the exterior wall located above the drop ceiling after sealing the exterior side (outdoors) of air vents that served the plenum space (between roof deck and drop ceiling) were removed.

Corrective Actions:

- School administration is to inform custodial staff to clean ceiling mounted HVAC cassette fins per Custodial Services cleaning frequency practices or as needed.
- Building Services is in the process of getting a count and quote to seal all existing air vent voids within the building. The work will be performed during summer break.