

**School/Facility:** Swansfield Elementary

**Location:** Portable 95

**Date of IEQ Report Form:** October 16, 2016

**Date(s) Investigated:** November 21, 2016

**Date of Report:** February 7, 2017

**IEQ Concern:**

An individual reported a health concern.

**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:**

- The inherent odor associated with older wood sided portables was detected along with materials within the portable.
- The filter of the right HVAC unit was inadequately secured with duct tape and cardboard.
- The coils of the right HVAC unit had slight particulate accumulation.
- A large window or door screen was housed in the left HVAC closet and was very dusty.
- The right HVAC unit's thermostat was displaying auxiliary heat.
- A ceiling tile had a large brown water stain from a current or past roof leak.
- The front door is rusted with air blowing through the damaged portion.
- The drywall in the right HVAC closet was significantly damaged drywall (busted into sections) and the paper backing of the fiberglass insulation had some spotting of mold growth.
- The exterior light was not caulked.
- Minor mold growth was observed behind the vinyl base at the side of the front door. The area was cleaned and disinfected using Ultra Chem Q128 (EPA registered)

### **Corrective Actions:**

- The roofing department fixed four voids in the roof and ceiling tile replaced.
- The carpentry shop fixed the damaged door by bending and screwing a piece of metal around the bottom.
- The drywall behind the back of cove base near the door was cleaned and cove base glued back on.
- The sheet rock and insulation in the HVAC closet was removed and discarded. New insulation and sheet rock were installed.
- The exterior lights were removed and a new block was installed behind them. The lights were then caulked.
- The screen from the HVAC closet was removed.
- Coils were cleaned and filters replaced.
- HVAC shop indicates auxiliary heat is normal when the thermostat is calling for it to come on.
- School administration is to inform staff not to store materials in the HVAC closets since they serve as the HVAC air return.
- School administration is to inform custodial staff to clean the HVAC closets and to continue on a regular basis.