

School/Facility: St. John's Lane Elementary
Location: Music Room 1 (#20 on floor plan)
Date of IEQ Report Form: September 28, 2017
Date(s) Investigated: October 18, 2017
Date of Report: January 3, 2018

IEQ Concern:

Ventilation unit within the room leaked and room smelled like mildew the next day.

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 carpet was dry as determined by the use of a moisture probe.
- The carpet did not emanate an odor.
- An outstanding odor was not detected within the room.
- Both ventilation units (only heat and cool) within the room were observed to be manually turned off.

Corrective Actions:

- Staff should not turn off ventilation units within the room. The school should submit a work order to Building Services if the units are being turned off due to thermal comfort, mechanical, or sound issues.
- Work order 44820 indicates Building Services cleaned the condensate pan and installed a new condensate drain line on August 27th.