

School/Facility: St. Johns Lane Elementary
Location: 2nd Grade Classroom 79
Date of IEQ Report Form: November 3, 2016
Date(s) Investigated: November 18, 21, and 29, 2016
Date of Report: March 13, 2017

IEQ Concern:

An individual reported a strong odor.

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:

- Individual(s) detected the odor only on November 3rd and 4th.
- Individual was not able to provide a description of the odor.
- The unit ventilator was turned off during the one visit because the room was cold.
- It could not be determined if the outdoor air damper was operating. Building Services HVAC shop was contacted to confirm.
- The air filter to the unit ventilator had a heavy particulate build up and dated December 3, 2015.

Corrective Actions:

- Since the odor was not sensed during the investigation, the school is to immediately inform the Office of the Environment should the odor return.
- Building Services HVAC shop verified the unit ventilator was properly operating.
- The HVAC unit was cleaned and the air filter was changed.