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September 13, 2006

Signature on File

TO: Israel Canales, Manager
Administrative Sites

FROM: Kenneth I. Partee, Project Manager Occupational Health and Environmental Control
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
Portable A and B

On June 16, 2006 I conducted an assessment of Portable A and B at **HRD Administration**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

The IAQ assessment did identify one or more existing conditions impacting IAQ and has generated appropriate work orders to correct deficiencies in systems and maintenance that could contribute to decreased indoor air quality. At the time of the assessment, these concerns were not an immediate health or safety concern to building occupants. However, due to individual sensitivities and predisposing health factors, it is possible that some building occupants may elicit a health response to agents and / or conditions identified during the evaluation. Therefore, to further improve IAQ, prevent development of future IAQ-related problems, and to reduce the potential for IAQ-related complaints by building occupants, the IAQ Assessment Team recommends appropriate follow up of each item identified and listed in the attached evaluation.

Should any questions arise, or if the current concerns continue after the attached recommendations have been addressed, please feel free to contact me at 754-321-3200.

cc: Jeffrey S. Moquin, Director, Risk Management
Henry Verdugo, Project Manager, Facilities and Construction Management
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

KP/tc
Enc.

IAQ Assessment

Location Number 9754
 Evaluation Requested June 15, 2006
 Evaluation Date June 16, 2006

HRD Administration

Time of Day 9:00 am

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
Portable A	69.7	72 - 78	59.3	30% - 60%	789	Max 700 > Ambient	5
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		Yes		No		Various	
Wall Type		No		No		None	
Flooring		No		No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Replace ceiling tiles as necessary
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Clean and sanitize
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant
HVAC Return Grills	No	Yes	Yes	Clean with Wexcide disinfectant
Ceiling at Supply Grills	No	Yes	Yes	Clean as appropriate
Surfaces in Room	Yes	No	No	

Observations

Findings:

- Stained area under desk from unknown spill and sticky substance under desk
- Dust and debris on HVAC supply and return grills and on ceiling at supply grills
- Condensate dripping from HVAC supply grill (sticky substance) in storage room. Thermostat set to 60 degrees.
- Ceiling tile around HVAC supply grill in storage room is stained with possible microbial growth
- Hole in floor in Northwest corner of portable
- Ceiling tile around exhaust fans in both restrooms are stained and warped
- Metallic sound coming from left restroom supply vent
- Various stained and broken ceiling tiles throughout the portable

Recommendations:

Site Based Maintenance:

- Thoroughly clean and sanitize floor
- Clean HVAC supply and return grills throughout the portable with Wexcide disinfectant solution and clean ceiling at supply grills
- Replace stained and broken ceiling tiles that do not require cuts
- Adjust thermostat to increase temperature
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Physical Plant Operations:

- Evaluate cause of condensation dripping from HVAC supply grill in storage room
- Evaluate and repair hole in floor in Northwest corner of portable
- Evaluate portable for leaks and remove and replace stained and warped ceiling tiles throughout the portable that require cuts
- Evaluate metallic sound coming from left restroom supply grill and reseal exhaust fan grills in restrooms

IAQ Assessment

Location Number
 Evaluation Requested
 Evaluation Date

HRD Administration

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="Portable B"/>	<input type="text" value="73.8"/>	<input type="text" value="72 - 78"/>	<input type="text" value="59"/>	<input type="text" value="30% - 60%"/>	<input type="text"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text"/>
Noticeable Odor		<input type="text" value="No"/>	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling Type	<input type="text" value="2 x 4 Lay In"/>	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="2 ceiling tiles"/>			
Wall Type	<input type="text" value="Plaster"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>			
Flooring	<input type="text" value="Carpet"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>			

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Replace ceiling tiles as necessary"/>
Walls	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Supply Grills	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
HVAC Return Grills	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
Ceiling at Supply Grills	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean as appropriate"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

Observations

Findings:

- Dust and debris on HVAC supply and return grills and on ceiling at supply grills
- Noisy return vent
- Portable has dehumidifiers
- 2 stained ceiling tiles

Recommendations:

Site Based Maintenance:

- Clean HVAC supply and return grills throughout the portable with Wexcide disinfectant solution and clean ceiling at supply grills
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Physical Plant Operations:

- Evaluate portable for leaks and remove and replace stained ceiling tiles
- Evaluate noisy return vent and repair as appropriate