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June 27, 2012

Signature on File

TO: Israel Canales, Manager  
**Administrative Sites**

FROM: Robert Krickovich, Coordinator I, LEA  
Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On June 26, 2012, I conducted an assessment at **South Area Bus Garage**. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ Assessment did not identify any existing conditions significantly impacting IAQ or presenting immediate health and safety concerns 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 allergens and / or conditions noted 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 any item/s identified and noted in the attached evaluation.

*Please ensure that your Head Facilities Serviceperson receives a copy of this correspondence so that the recommendations requiring their attention can be addressed. In an attempt to separate IAQ issues from general maintenance items, the attached assessment may contain direction for site based staff to generate a work order through COMPASS. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all site based custodial issues have been appropriately addressed.*

Should any questions arise, or if the current concerns continue after the attached recommendations have been addressed, please feel free to contact us at 754-321-1907.

cc: Shelley Meloni, Executive Director, Facilities and Construction Management  
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance  
Sonja Coley, Project Manager III, Facilities and Construction Management  
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division  
Aston Henry, Supervisor, Risk Management

RK/tc  
Enc.





## **South Area Bus Garage Observations - IAQ Assessment 6/26/12**

**FISH 201** - Minor musty odor in building - Walls have dust on electrical boxes and wire attached to walls - walls water damaged at base, visible microbial growth on wall where base has been pulled from walls - Tile floor has heavy dust / debris and wax buildup around edges, in corners and behind furniture - Minor dust/debris on surfaces in room – Heavy dust/debris build up and visible microbial growth on HVAC supply grill - Inside of unit filthy (Foam inside return box pulled from block wall - Unit not sealed to wall - inside of return box has leaves, grass, debris from parking lot) - Second filter found inside of unit packed solid with dirt debris (Discarded at time of assessment)

**FISH 201B** - Odor from wall unit mounted under window

**Northwest corner room** - Friedrich unit mounted to plywood in window (wood severely water damaged with visible microbial growth)

**FISH 202** - Minor musty odor in building - Walls have dust on electrical boxes and wire attached to walls - walls water damaged at base, visible microbial growth on wall where base has been pulled from walls - Tile floor has heavy dust/debris and wax buildup around edges, in corners and behind furniture - Minor dust/debris on surfaces in room – HVAC supply grills dusty – Minor dust build up inside of unit - Second filter found inside of unit packed solid with dirt debris (Discarded at time of assessment) - None of the windows close completely – HVAC supply grill in west hallway filthy with visible microbial growth

**Building Exterior** - Crack around entire building at slab level allowing water intrusion - crack under window of room 201B - 2 Soffit vent screens on east side damaged - Blistered paint on east soffit (possible roof leak) - Crack at exterior west side of building is below grade in planter box (need to lower grade of planter box and provide drainage away from building) - Condensate under North Eubank HVAC unit ponding against wall of building allowing water intrusion (correct grade under North A/C unit) - Check condensate drains at South Eubank unit (3/8" plastic hose across walkway)

### **EQ work orders to be generated as follows:**

- Lower grade at planter box and provide drainage away from building.
- Repair grade under North Eubank HVAC Unit to drain condensate from building.
- Patch cracks on exterior of building to stop water intrusion.
- Repair windows to close completely.
- Repair / Replace damaged soffit vent screens.
- Repair cause of blistered soffit paint on east side of building.
- Remove damaged drywall around interior walls at Base.
- Replace damaged drywall and base.
- Thoroughly clean all HVAC equipment.
- Evaluate and repair all HVAC equipment to reduce humidity.
- Repair HVAC condensate drain at South Eubank HVAC Unit.
- Seal both Eubank HVAC units to wall to block debris from entering return box.
- Replace water damaged plywood around Friedrich HVAC unit Northwest corner of building.