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Risk Management Department

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August 27, 2010

Signature on File

TO: Israel Canales, Manager
Administrative Sites

FROM: Aston A. Henry, Supervisor
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 102E, 102N and 202

For Custodial Supervisor Use Only	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed

On August 24, 2010, I conducted an assessment of FISH 102E, 102N and 202 at Whiddon Rogers Education Center Annex - 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.

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 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 me at 754-321-1900.

cc: Jeffrey S. Moquin, Executive Director, Support Operations
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance
Greg Boardman, Project Manager, Facilities and Construction Management
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

AH/tc
Enc.

IAQ Assessment

Location Number 0452

Whiddon Rogers Annex - Admin

Evaluation Requested August 18, 2010

Time of Day 2:35 pm

Evaluation Date August 24, 2010

Outdoor Conditions Temperature 90.6 Relative Humidity 60.9 Ambient CO2 406

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
102E	73.2	72 - 78	58.2	30% - 60%	812	Max 700 > Ambient	
Noticeable Odor	No		Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling Type	2 x 4 Lay In		Yes	No	2 ceiling tiles		
Wall Type	Drywall		No	No	None		
Flooring	Tile		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tiles
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings
- 2 stained ceiling tiles

Site Based Maintenance:
- 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 for cause of stained ceiling tiles and repair as appropriate. Replace ceiling tiles as appropriate.

IAQ Assessment

Location Number 0452

Whiddon Rogers Annex - Admin

Evaluation Requested August 18, 2010

Time of Day 2:35 pm

Evaluation Date August 24, 2010

Outdoor Conditions Temperature 90.6 Relative Humidity 60.9 Ambient CO2 406

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
102N	76.2	72 - 78	54.8	30% - 60%	803	Max 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		No		No		None	
Ceiling Type	2 x 4 Lay In		No	No	None		
Wall Type	Drywall		No	No	None		
Flooring	Tile		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings
- No issues identified at the time of the assessment

Site Based Maintenance:
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Location Number 0452
 Evaluation Requested August 18, 2010
 Evaluation Date August 24, 2010

Whiddon Rogers Annex - Admin

Time of Day 2:35 pm

Outdoor Conditions Temperature 90.6 Relative Humidity 60.9 Ambient CO2 406

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
202	73.1	72 - 78	54.4	30% - 60%	801	Max 700 > Ambient	6
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		Yes		No		None	
Wall Type		No		No		See below	
Flooring		Yes		No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	No	Yes	Yes	Repair/replace as appropriate
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as necessary

Observations

Findings

- Elevated moisture detected in the corners of the walls and at the East and North windows.
- Dust build up on environmental surfaces
- Dust and debris on HVAC coils and in drain pan. Filters were clean.
- Condensation build up on AHU

Site Based Maintenance:

- Clean environmental surfaces throughout the room
- 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 for cause of elevated moisture in the corners of the walls and at the East and North windows and repair as appropriate. Repair/replace wall material as appropriate.
- Clean HVAC coils and drain pan and evaluate for cause of condensation on AHU