

RISK MANAGEMENT...

managing risk with responsibility

Jeffrey S. Moquin, Director
Risk Management Department

Telephone: 765-8864
Facsimile: 765-6105

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TO: Mary Lou Ridge, Principal
Bethune Elementary School

FROM: Aston A. Henry, Jr., Supervisor
Risk Management Department

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**SUBJECT: Indoor Environmental Quality Assessment
Bethune Elementary School – Portable 823VE**

On February 4, 2002, Risk Management staff conducted an initial indoor environmental quality assessment of Portable 823VE at Bethune Elementary School. The evaluation was performed in response to concerns of existing conditions reportedly resulting in the presentation of allergy-type symptoms. The evaluation included a walk-through of Portable 823VE; observation of accessible ventilation supply, observation of the carpet, ceiling tiles, and of the interior walls for signs of water intrusion, along with the measurement of indoor temperature and relative humidity.

Outlined below are the results of this evaluation along with recommendations for further assessment and/or remediation.

1. On the date of the evaluation, the indoor temperature of Portable 823VE was 76.5 degrees Fahrenheit (F) with a humidity reading of 41%. The temperature and humidity level measured in Portable 823 VE was maintained within ASHRAE (American Society of Heating, Refrigeration and Air-Conditioning Engineers) recommended criteria ranges.
2. The stand-alone air-conditioning units were inspected and appeared to be in good condition. However, the filters for these units were slightly soiled.

It is recommended both filters for the stand-alone air-conditioning units be replaced with new filters. Replacement of these filters should take place every 30 days or as necessary.

3. The false ceiling plenum in this portable was found clean and dry. No signs of water intrusion were identified in the false ceiling plenum. There are a few stained ceiling tiles located by the front air-conditioning unit, which should be replaced with new ceiling tiles.

It is recommended the stained ceiling tiles be replaced with new ceiling tiles.

4. The rear wall under the air-conditioning unit revealed signs of possible water intrusion. A slight existence of mold and mildew was observed at the time of the inspection. The existing carpet appeared relatively well maintained with apparent minimal wear and soiling, given its reported age.

The outside wall and the stand-alone air-conditioning unit should be inspected and repaired in order to stop the possible intrusion of water. This same wall should be inspected for mold and mildew growth within the wall cavity. All wall surfaces should be cleaned with wexiede. The carpet remains in acceptable condition and does not pose an obvious health concern to room occupants. The carpet should be effectively cleaned and sanitized to further reduce the opportunity for it to serve as an allergen reservoir.

Risk Management will forward a copy of this correspondence to the Maintenance Department to immediately generate a work order to address the above-mentioned problems. Please be certain to address all of the above recommendations in order to improve the indoor environmental quality for all occupants.

Should any questions or concerns arise, or if these complaints continue after the above recommendations have been addressed, please feel free to contact me at 765-8864.

AAH/tpo

c: Louis Gonzalez, Coordinator, LEA, Facilities/Construction Management
Mark Dorsett, Manager, Evening Trades