

**School/Facility:** West Friendship Elementary School

**Location:** Room 152

**Date of IEQ Report Form:** April 19, 2018 (School Dude)

**Date(s) Investigated:** April 27 and May 4 2018

**Date of Report:** June 13, 2018

**IEQ Concern:**

An individual observed a musty/mildew odor in the room.

**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 with concerned 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:**

- The odor was observed by the individual once, in the morning when the classroom was opened.
- The odor was observed during a rain event.
- No odors were observed during the assessment.
- No thermal anomalies or elevated moisture readings were detected using a thermal infrared camera or moisture meter (wood/drywall settings as appropriate).
- No suspect mold growth was observed within the room or plenum.
- The Outdoor Air Handling Unit (AHU) that services the room was assessed. The condition of the coils and filters were acceptable, however minor standing water was observed in the unit.

**Corrective Actions:**

- Under Work Order #70865, Building Services assessed the AHU and addressed the minor standing water. The unit was determined to be properly draining. Building Services assessed the unit after a more recent rainfall and no standing water was observed inside the unit.
- If the odor occurs again, the Office of the Environment should be notified as soon as possible. If available, someone from the Office of the Environment will visit the site in an attempt to determine the source of the odor.
- It should be noted, that odors can occur (especially in the spring and fall), when the ventilation system switches from heating and cooling and vice versa because the system may not be able to temper the incoming outdoor air thus fluctuating temperatures and /or humidity may influence odors from building materials and classrooms supplies.