

**School/Facility:** River Hill High  
**Location:** Humanities Hallway (near front stairwell)  
Storage Room S-123  
Cafeteria Hallway  
**Date of IEQ Report Form:** February 3, 2017  
**Date(s) Investigated:** February 10, 2017  
**Date of Report:** May 5, 2017

**IEQ Concern:**

Odor (wet, musty, wet dog) in Humanities hallway, dark staining on floor tile in S-123, and an odor (perfume, air freshener, deodorizer) in the cafeteria hallway.

**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 of concern 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 floor tile (corner to the right when entering the door) in S-123 had dirt, staining, and/or grime that was discovered after boxes had been moved.
- Custodial closets are located on first and second floor where the odor is detected within the Humanities hallway.
- The air handling unit #14 (AHU) serving the Humanities area was observed to have closed outdoor air dampers and a return fan missing a fan belt.

**Corrective Actions:**

- The floor tile in the corner of S-123 was cleaned as best as possible at the time of the investigation. School administration is to inform custodial staff to complete cleaning using necessary cleaning products and equipment.
- School administration is to inform custodial staff to ensure their equipment (rags, mops, buckets, etc.) within the custodial closets near the Humanities hallway is maintained (cleaned, sanitized, dry) to avoid odors.
- Building Services found AHU14 working normally. The zone temperature was set for 68 degrees and space temperature is 68 degrees. The outdoor air dampers were open to a minimum position. All sets of dampers were tested and found to be properly working. The belt is on the return fan. Both the supply and return fans working normally.