

**School/Facility:** Ellicott Mills MS  
**Location:** Classroom 15  
**Date of IEQ Report Form:** August 23, 2016  
**Date(s) Investigated:** September 2 and 14, 2016  
**Date of Report:** October 27, 2016

**IEQ Concern:**

An odor described as musty, locker room, and/or sweaty socks experienced in classroom 15.

**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 dedicated outdoor air roof top unit two (OARTU#2) was not operating. RTU#2 serves classroom 15 along with half of the two story portion of the facility. Conditioned outdoor air is introduced to assist with comfort / diluting human bioeffluent (a.k.a. body odor).
- OARTU#1 serving the other half of the story portion of the school was operating, but the outdoor air dampers were closed.
- A brown (not mold growth) water stained ceiling tile was observed.

**Corrective Actions (per current work orders):**

- A fuse was replaced in OARTU #2.
- A bad door switch holding the outdoor air damper closed was replaced in OARTU #1.
- Building Services determined the stained ceiling tile to be roof related. A roof deficiency was not identified and a follow up will be performed after a rain event.