

**School/Facility:** Bellows Springs Elementary School  
**Location:** No Location was Included in the Concern Form  
**Date of IEQ Report Form:** April 4, 2018  
**Date(s) Investigated:** N/A  
**Date of Report:** June 22, 2018

**IEQ Concern:**

An individual noted termites in a classroom.

**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 concern does not warrant an assessment by the Office of the Environment. The concern was forwarded to the Integrated Pest Management group on April 4, 2018.