

## BOARD BRIEF

Date: August 13, 2021

BOARD INFORMATION: \_\_X\_\_

MEETING PREPARATION: \_\_\_\_\_

**FROM:** Dr. Alicia Hart, PMP, Executive Director of Facilities and Operations

**THROUGH:** Stephen M. Wilkins, Ed.D., Chief of Staff  
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

**TO:** The Honorable Meagan Alderton, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Ventilation, HVAC and Indoor Air Quality (IAQ) Division Updates

**ACPS 2025 STRATEGIC PLAN GOAL:**

Goal 1: Systemic Alignment

Goal 5: Family and Community Engagement

**SY 2021-2022 FOCUS AREA:**

Focus Area 3: Strategic Plan Implementation

**FY 2022 BUDGET PRIORITY:**

Improving Customer Relationship Services and Management

Communications and Customer Service for Internal Stakeholders

**SUMMARY:**

The Department of Facilities and Operations has continued to implement best practices and standards pertaining to ventilation and indoor air quality initiatives. This board brief will provide updates on what has been accomplished since May 2021:

***Continued HVAC Preventative Maintenance/Building Automation Systems (BAS)***

Preventative maintenance has continued at all school locations; please see details below:

- Our HVAC contractor has completed annual preventative maintenance (PM) inspections at all locations; currently completing quarterly PM inspections. The next quarterly preventative maintenance is scheduled for November 2021
- Repair needs are being identified and addressed during these inspections
- Financial investment into our systems is a priority. Since May 2021, have spent approximately \$862,000 on repairs and \$120,000 on BAS system maintenance and updates

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- The Office of Maintenance and Custodial Services is working with our BAS vendors to ensure updates are in place for the most efficient automated operation

### ***Continued Use of HEPA Air Purification Systems in Classrooms***

In May 2021, we deployed approximately 1500 HEPA Air Purifiers to all school locations. We continue to use HEPA Air Purification Systems in all classrooms and common areas throughout the division.

### ***CIP HVAC Projects***

The Office of Educational Facilities has continued design, planning and/or construction of non-capacity HVAC projects throughout the last few months:

- George Washington Middle School- Comprehensive, phased construction of portions of the HVAC system to include unit ventilators, chiller, cooling tower, air handlers, boilers, heat exchange units and pumps. Some RTU replacement occurred in 2018 and 2019 respectively. First phase commenced to provide conditioned air to four classrooms under the auditorium.
- Francis C. Hammond Middle School- Comprehensive HVAC renovation; design completed and RTU work has started, ITB scheduled for winter with remainder of work to be Summer 2022
- Mount Vernon Community School- Cooling tower on order; will be replaced in late September/early October 2021
- Samuel Tucker Elementary School- Chiller replacement; chiller has arrived and will be installed during intercession in October 2021

### ***Targeted Indoor Air Quality Assessments***

To continue our efforts of indoor air quality management, the Department of Facilities and Operations contracted with an environmental consultant to perform targeted sampling at all school locations. The sampling includes testing for air, radon and mold and began the week of August 9, 2021. While it was intended to begin this effort earlier in the summer, the environmental consultant encountered supply chain issues related to necessary materials to complete sampling. It is important to note that Covid-related supply chain delays are being experienced nationwide and are not unique to ACPs projects.

Completion of sampling, to include formal analysis reports, is anticipated by September 15, 2021. As the environmental consultant performs sampling and receives initial analysis, updates will be provided to the Department. Any immediate areas of concern will be addressed in advance of final summative reports. All reports will be posted to the Office of Safety and Security webpage once received.

### ***Targeted Asbestos Abatement***

Completing asbestos abatement in older schools remains a priority for the Department of Facilities and Operations. Thus we took advantage of the summer to address flooring abatement and replacement projects at five schools: Francis C. Hammond Middle School, James

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Polk Elementary School, John Adams Elementary School, Lyles-Crouch Traditional Academy and Naomi L. Brooks Elementary School. Asbestos abatement is an important component of IAQ, as it significantly reduces the possibility of unintended asbestos exposure due to asbestos containing materials (ACM) becoming friable.

### ***Window System Replacements***

Creating positive IAQ also means tending to the exterior of our facilities. Over the past few months, the Office of Educational Facilities has completed window system replacement or repair projects at Charles Barrett Elementary, Cora Kelly Elementary School, Lyles-Crouch Traditional Academy, and Mount Vernon Community School. The window systems at these schools were old, failing and needed to be addressed. These projects entailed removing the old window systems and the installation of new window systems, insulation, vapor barriers, gaskets, sills, masonry, weeps and replacing with new caulking material. Not only will these new window systems help prevent moisture intrusion (and reduce potential for mold), they will help eliminate unfiltered outside air from entering the facility. The latter is important, as it will assist in lowering potential allergens in classroom spaces as well as promote better temperature and humidity control, ensuring more efficient HVAC system operation.

### ***Indoor Air Quality Management Plan***

The Executive Director has developed a written Indoor Air Quality (IAQ) management plan for the division. The plan has been reviewed by internal staff and an external environmental consultant. Additionally, the Executive Director has worked with the Director of Policy and Board Initiatives and recommendations for policy updates to the School Board are forthcoming. Next steps include sharing the IAQ plan, to include policy update recommendations, with the Superintendent and School Board for formal adoption in September 2021.

### ***Future Funding Recommendations***

The Executive Director has requested dedicated funding through the ESSER III application process to continue to maintain the IAQ improvement and maintenance program. Specific initiatives include regular targeted indoor air quality testing, continued focus on repairs to HVAC systems and building envelopes, and the installation of HEPA filters on all ACPS buses.

### **BACKGROUND:**

ACPS, specifically the Department of Facilities and Operations, has been focused on continued improvement to ventilation, IAQ and building exterior work within our facilities.

### **RECOMMENDATION:**

The Superintendent recommends that the School Board review the board brief regarding ventilation, building exterior and indoor air quality updates for the division.

### **IMPACT:**

Maintaining ventilation/HVAC systems, building exteriors and promoting positive Indoor Air Quality (IAQ) is important for the safe return of students, staff and visitors to all ACPS facilities.

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### CONTACT:

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