

**DATE:** November 6, 2017

**TO:** Susan Heintzman, Principal

**SUBJECT:** College Street ES - IAQ - Initial Contact - Rooms 20 & 21 (Portable) & Room 5

On Monday 11/6, I received Work Order #425906: "AC vent in Portable 21 has black stuff growing on it (Possible Mold?). I have inspected Portable Room 21, and also Portable 20. No visible signs of water intrusion. The intake vent is dirty (Possible mold). I will be removing the vent grill and cleaning it, and reinstall. I have submitted a P.O. request to Air Test both rooms 20 & 21 in the portable, and also Room 5, that you requested. The tests should be done by Thursday or Friday, and we should have results back by Tuesday 11/14. If you have any questions, please contact me.

Thanks,  
Paul

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