

Team Galveston,

June 5, 2009

As most of you are aware we are in the process of the Jadwin Building air handler and ducting cleaning remediation. During this process some folks have expressed their concern about the residual smell associated with this process. I would like to take this opportunity to make you all familiar with the process and materials associated with the project.

Currently the first and second floor air handler and duct cleaning is complete.

Below is an update on our progress and way ahead, as well as an explanation of the actual work/methods involved in this process

Monday, (8 Jun 09) 3rd Floor (1630hrs-0300hrs)

The air handler is locked/tagged to prevent start-up. The ducting cleaning crew removes the insulation (liner) on the air handler and, if time permits, will start installing Imcoa Sheet Insulation (new insulation) with Armaflex 520 adhesive. During this process, the coils are cleaned with free foam coil cleaner/defoamer and a degreaser is used on the air handler. All chemicals used during the cleaning phase are rinsed with water within minutes of application. New air handler filters are installed. During the cleaning phase an industrial HEPA vacuum cleaner with charcoal filters are put into place in order to capture any residue odors. During the entire cleaning process the air handler is not running to prevent any odors from escaping into the building proper.

NOTE: The air handler is in the mechanical room across from contracting (west wing).

Tuesday, (9 June)

Air handler is again shut-off. The insulation process is continued. Also, the team will start cleaning the rigid duct system and coat the duct with Fiberlock IAQ 8000. This duct coating is a latex based paint. During this phase of the operations another HEPA vacuum is installed on the third floor duct system to capture dust and paint vapors which are produced during the cleaning and coating process.

Wednesday through Friday (10-12 June)

Air handler is shut-off. Cleaning of the rigid air and flex ducting continues. Again rigid air duct is cleaned with light multicide than sprayed with Fiberlock IAQ 8000 duct coating. The flex ducting is air blown than vacuumed with the HEPA vacuum. All ceiling grills are hand cleaned with water and multicide cleaner.

Air handler is turned back on at 0300hrs. Only minimum paint residue odor should remain during the early morning drying process and during the hours the building is open. All chemicals used for cleaning and servicing are thoroughly rinsed off and or vacuumed away. There should be no residual chemical properties which would pose a hazard to employees remaining prior to the air handlers restarting.

3rd Floor East Wing air handler (15-19 June) (1630hrs-0300hrs)

The work is accomplished using the same method as described above.

Roof units cleaning and ground floor duct cleaning. (22-25 June) Time: TBD

No adhesive required.

Job Completion: 25 Jun 09

The process described above is the procedure for Pure Air Services, Inc., that is used for all air duct cleaning throughout the nation. That being said, our first and foremost concern is to provide a safe and healthy work environment for everyone. If you have any questions or would like to review the Material Safety Data Sheets (MSDS) then please contact Mr. Curt Walker in the Logistics Office on the first floor.

Thanks for all that you do,

LTC Fig

LTC Edward Feigenbaum
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