

Construction Indoor Air Quality Management Plan  
IEQc3.1  
IAQ Plan During Construction

---

LEED certification promotes environmentally friendly buildings and sites through sustainable site development, water savings, energy efficiency, materials selection and indoor environmental quality. All subcontractors will be required to assist the project team in achieving LEED certification for the project. This plan helps projects meet or exceeds the Control Measures of the Sheet Metal and Air Conditioning National Contractors Association (SMACNA) IAQ Guidelines for Occupied Buildings under Construction, 2007, Chapter 3.

### Project IAQ Overview

*The renovation of [REDACTED] 2<sup>nd</sup> level floor includes self leveling the existing floor surface, drywall partitions, new ceiling, paint, flooring, glazing, metals, millwork, furniture and the installation of all new MEP systems including HVAC, Plumbing, Electric and Fire Alarm Systems. This project will seek to obtain LEED Silver rating for a commercial space.*

*In order to achieve the requirements for LEED Silver, [REDACTED] will carefully review all IAQ practices. In particular, IAQ policies will be established prior to construction and enforced during the duration of the project. From the initial phases of demolition, all existing ductwork will be cut and capped as to prevent any dust or airborne pollution from entering adjacent occupied areas. All points of egress will be protected with walk off mats to contain dust and debris carried by foot traffic. In addition, temporary partitions will be erected with plastic or drywall in order to protect adjacent users.*

*During all periods of demolition and construction, [REDACTED] will utilize HEPA filtration equipped with MERV 8 filters in order to ensure airborne particulates are contained. In addition, fresh air will be supplied via exterior windows that line the façade of the structure. Areas where demolition dust is expected will be contained with plastic sheathing to protect adjacent workers in the space. These areas will also be equipped with localized HEPA filters to scrub the air. Vacuums equipped with HEPA filters will also be utilized to minimize airborne dust. All trades will be carefully instructed to follow these guidelines and [REDACTED] will provide labor as necessary to assist the trades in meeting the IAQ Guidelines.*

*The [REDACTED] is scheduled for a flush out once construction is completed and the furniture is installed.*

[REDACTED]

## SMACNA Strategies

### HVAC Protection

During the Construction phase of the project, the existing and new HVAC systems will not be used. Existing ductwork will be cut and capped and covered with plastic to prevent contamination to ductwork and adjacent spaces. [REDACTED] will be using OMNIAIRE 600v HEPA Units will be used throughout the construction space. All filters will be MERV 8 (TRI-DEK Filter Pad 1-1/4") and will be inspected daily by [REDACTED] superintendents and replaced as necessary. All new ductwork will come from the factory pre-sealed as specified in [REDACTED] HVAC contract with its subcontractor [REDACTED]. [REDACTED] will provide a visual inspection of new ductwork that is delivered to ensure conformance. All ductwork will be stored in a dry environment on site. Photos will be taken to verify [REDACTED] IAQ plan.

HVAC Protection Strategies			
Methods	When and Where to Implement	Responsible Parties	Quality Control Measures
<p><i>Cut and Cap Existing Ductwork</i></p> <p><i>Existing Ductwork that is to remain will be covered in plastic and inspected daily.</i></p>	<p><i>Prior to Demolition</i></p> <p><i>Inspect throughout duration of construction project</i></p>	[REDACTED]	<p><i>Daily Inspections</i></p> <p><i>Photos</i></p> <p><i>Weekly Meetings</i></p>
<p><i>HVAC system to remain off during construction process.</i></p>	<p><i>Prior to Construction</i></p> <p><i>During Construction</i></p>	[REDACTED] [REDACTED]	<p><i>Weekly Meetings</i></p>
<p><i>New Ductwork to be pre-sealed from factory as specified in [REDACTED] contracts with HVAC vendor.</i></p>	<p><i>Pre-Construction</i></p> <p><i>Construction</i></p>	[REDACTED] [REDACTED]	<p><i>Jobsite Delivery Inspections</i></p> <p><i>Daily Inspections</i></p> <p><i>Weekly Meetings</i></p>
<p><i>Prevent Contamination to new Ductwork System</i></p>	<p><i>Construction</i></p>	[REDACTED] [REDACTED]	<p><i>Daily Inspections</i></p> <p><i>Weekly Meetings</i></p> <p><i>Photos</i></p>

Source Control

During the pre-construction and construction phases, [REDACTED] ensure that the IAQ plan focuses to limit the emission of VOC's in the construction Area. All deliveries to the site will be received at the loading dock areas and all drivers will be instructed to prevent idling motors to prevent emissions from being drawn into the building.

All products brought to the site will be first reviewed by the [REDACTED], [REDACTED] and [REDACTED] to ensure compliance with [REDACTED] LEED Program. Once approved by [REDACTED] the Architect and Engineer, [REDACTED] will require all subcontractors to submit product information for all products that will be used on the site. [REDACTED] will track these items through the Submittal Log that is updated daily and presented at each project meeting. [REDACTED] will also review all products that are brought on site to ensure that they match with the original product submittals. Subcontractors will also be reminded daily that all caulks, sealants and cleaning products must be approved and meet LEED requirements.

Source Control Strategies			
Methods	When to and Where to Implement	Responsible Parties	Quality Control Measures
All products to be reviewed by YRG, the Switzer Group and Loring Engineers.	Pre-Construction	[REDACTED]	Specifications
	Construction	[REDACTED]	Drawings
		[REDACTED]	[REDACTED]
		[REDACTED]	Review
		[REDACTED]	
Submittal Process	Pre-Construction	[REDACTED]	Submittal Logs
	Construction	[REDACTED]	Weekly Project Meetings
		[REDACTED]	Review by all Parties involved
		[REDACTED]	
		[REDACTED]	
Product Inspection	Construction	[REDACTED]	Submittal Logs
		[REDACTED]	Daily Jobsite Inspections
HVAC Flush-out	Post Construction	[REDACTED]	Air Quality Tests

Pathway Interruption

██████████ will provide measures for preventing cross-contamination of clean and/or occupied spaces during the entire construction process. These processes include using plastic dust curtains and temporary drywall partitions to prevent dust from migrating from one space to another, depressurizing construction areas, keeping pollutant sources in separate, contained areas.

Pathway Interruption Strategies			
Methods	When and Where to Implement	Responsible Parties	Quality Control Measures
<i>Plastic Partitions at all Entry Points</i>	<i>Pre-Construction</i>  <i>Maintain During Construction</i>	██████████	██████████ <i>Superintendent to review conditions daily.</i>  <i>Document with Photos</i>
<i>Walk-Off Mats to Contain Foot Traffic Dust/Debris</i>	<i>Pre-Construction</i>  <i>Construction- Daily Changes of Walk Off Sticky Mats</i>	██████████	██████████ <i>Superintendent to review conditions daily.</i>  <i>Document with Photos</i>
<i>Temporary Plastic and Drywall Partitions</i>	<i>Construction Phase- Install as per schedule when work with dust/airborne particles is likely.</i>	██████████	██████████ <i>Superintendent to review conditions daily.</i>  <i>Document with Photos</i>
<i>Depressurizing Areas with Negative Pressure</i>	<i>Construction Phase- Install as per schedule when work with dust/airborne particles is likely.</i>	██████████	██████████ <i>Superintendent to review conditions daily.</i>  <i>Document with Photos</i>
<i>Seal Openings/Shaft ways</i>	<i>Construction Phase- Ensure all openings/ shaft ways to other floors are properly sealed.</i>	██████████	██████████ <i>to review conditions daily.</i>  <i>Document with Photos</i>

Housekeeping

██████████ will institute a housekeeping policy that will focus on an effective means of dust collection, proper surface cleaning and removing spills/excess applications of solvents. In particular this includes the use of an effective dust collecting method such as a damp clothes, wet mops, HEPA vacuums with particulate filters, and wet scrubbers. Final Cleaning will be performed by ██████████ based on approved LEED products. It is anticipated that all coils, air filters, fans, and ductwork will remain sealed during installation/construction and require minimal cleaning (HEPA Vacuum) before testing, adjusting and balancing of the systems. Building moisture infiltration will be addressed at the beginning of construction to ensure that there are no issues associated with the accumulation of water inside the building or project site that might adversely affect porous materials including but not limited to insulation and ceiling tiles.

Housekeeping Strategies			
Methods	When and Where to Implement	Responsible Parties	Quality Control Measures
Daily Site Maintenance and Cleanup	Construction	██████████	Daily Inspection by ██████████ Superintendent  ██████████ Labor to clean site daily
HEPA Vacuum Construction Site (Daily)	Construction	██████████ Building Construction	Daily Inspection by ██████████ Superintendent  ██████████ Labor to clean site daily
MEP Systems- Maintain Units are Sealed and Kept Clean	Construction	██████████ Building Construction	Daily Inspection by ██████████ Superintendent  ██████████ Labor to clean site daily
Moisture Control	Pre-Construction- Identify areas of potential water infiltration. Seal prior to construction.  Construction- Ensure site is dry and check humidity levels.	██████████ Building Construction	Daily Inspection by ██████████ Superintendent  ██████████ Labor to clean site daily
Final Site Cleanup	Post Construction	██████████	██████████ to Review

Scheduling

██████████ will work to ensure that construction activity at ██████████ 2<sup>nd</sup> Floor Project will not interfere with the adjacent occupied spaces. A Pre-Construction walk-thru and meeting with the Building Engineer will be conducted to review any areas of concern. In particular ██████████ will ensure that construction activities do not impact indoor air quality.

██████████ anticipate adequate time to conduct a flush out with new filter media at 100% outside air after construction ends and before occupancy, or allow time for completion of IAQ test procedures prior to occupancy

Scheduling Strategies			
Methods	When and Where to Implement	Responsible Parties	Quality Control Measures
<i>Pre-Construction Review of Building with Engineer to anticipate areas where IAQ issues may arise.</i>	<i>Pre-Construction Construction-Monitor IAQ</i>	██████████ <i>Building Construction</i>	<i>Daily Site visits with Building Engineer. ██████ Site Superintendent to review IAQ daily.</i>
<i>2<sup>nd</sup> Floor Flush Out</i>	<i>Construction Post Construction</i>	██████████ <i>Building Construction</i> ██████████	<i>IAQ Reports</i>

## Documentation

██████████ will implement standard project control documentation for this project that will be distributed to all parties weekly via email and project meetings. The IAQ program will be distributed to all subcontractors at the beginning of the project and all subcontractors will be required to complete the VOC forms based on materials used. Pictures will be taken regularly by ██████████ superintendent and stored for the duration of the project. Subcontractors will also be required to provide pictures of items identified by ██████████. All project documentation will be sent to ██████████ office for review and processing. All submittals will be reviewed and distributed to field personnel to ensure the proper products are used. All submittals will be also be sent electronically to subcontractors. All subcontractors will be provided submittal logs upon request and at monthly project meetings to ensure all parties are sharing the same information.

## Communication

██████████ will maintain daily communication with all subcontractors regarding the requirements of the IAQ plan. Through daily jobsite meetings and product submittals, subcontractors will be required to meet the guidelines provided. ██████████ superintendents walk the site to ensure conformance daily.