

VENTILATION SYSTEM OVERVIEW

School District:	52 - Prince Rupert
School Name:	PCS
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2021-09-01
	Date of next inspection: 2021-10-28
	Date and type of most recent maintenance: Filter Change, DDC (direct digital controls) review
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Space is heated by a roof top unit controlled by Ocean Centre Mall. Minimum damper position has been set to 5% to ensure fresh air is always entering the space. CO2 particle threshold has been reduced from 1200ppm to 850ppm.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Roof top units were not originally designed to handle a MERV 13 rated (or higher) filters. It restricts the airflow too much and would cause motors to malfunction. The finer mesh filters would also reduce the actual amount of fresh air allowed into the room because fans were not designed to pull the air through such fine filtration. Current unit ventilators are using MERV 8 rated filters, and are changed at more frequent intervals 4-5 times per year.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Outside air ingress is the best way to flush particulate out of the room. Fresh air comes in and pushes exhaust air out.
RECOMMENDATION:	Yes/No: Yes

Manage energy use and air distribution through building automation control systems	<p>Detail:</p> <p>There will be an increase in energy consumption to bring in more fresh air to the schools, we will monitor and do what we can to minimize costs and while increasing fresh air to the schools.</p>
Other Relevant Information:	If there are concerns that ventilation is not functioning correctly, please let your principal know and maintenance will be sent to investigate.
District Contact for any Questions:	Name: James Warburton
	Phone Number: 250-627-2126
	Email: James.Warburton@sd52.b.ca