

October 16, 2020

Ben Keefe, Director of Facilities
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

RE: WAYLAND PUBLIC SCHOOLS – CLASSROOM ROOM - VENTILATION

Dear Ben:

In conjunction with you and American Test and Balance a quantity of unit ventilators have been tested to confirm total air flow quantity with MERV 13 filters installed. Based on this testing, the MERV 13 filters in the unit ventilators do not reduce total airflow below levels required to provide adequate ventilation to the classrooms when outside air dampers are 100% open and room dampers are closed.

You have reported that, all ventilation equipment has been cleaned and inspected to confirm operation. Based on discussions with you and our review of the buildings we believe that the ventilation systems at the schools are in compliance with Massachusetts Department of Elementary and Secondary Education (DESE) Fall Reopening Facilities and Operation Guidance dated July 22, 2020 with the exception of some interior spaces that will be subject of a further correspondence.

Based on DESE guidance and industry best practice we recommend the following:

1. Setup all unit ventilators and other fan coils, RTUs and similar equipment to supply 100% outside air until we start to experience freezing outdoor temperatures. As outside temperatures fall, making more accurate flow testing possible, we will make further recommendation as to minimum damper position that will provide adequate ventilation.
2. Implement a plan to confirm that equipment remains operational through regular checking of equipment. (ie: at the end of each day have someone confirm each UV is moving air, each exhaust fan grille is moving air etc.)
3. Run the ventilation air continuously a minimum of 2 hrs before school opens and 2 hrs after school closes.
4. Check the filters regularly to confirm they do not have significant build up. We recommend checking some quantity of filters on a weekly basis to start with until you see how long it takes for the MERV 13 filters to become loaded. Replace as needed.
5. Where practical open windows and doors to provide additional ventilation air.

Should you have any thoughts or questions you would like to discuss, please call.

Sincerely,
for NORIAN/SIANI ENGINEERING, INC.

Matthew A. Bean

Matthew A. Bean P.E.

MAB/mab

