



# WILDWOOD

## **Administration and Public Works Committee**

**June 6, 2023 Meeting**

### **Repairs to Wildwood Municipal Building**

The Department conducts routine maintenance checks on all City Hall equipment and facilities. The Department had noted some dust on the ductwork within City Hall. To address these concerns and ensure the health and safety of City employees and visitors, the Department promptly reached out to American Environmental Laboratories to conduct an air quality test at City Hall. American Environmental Laboratories conducted the test back in April 2023, but the City did not receive the report until May 2023.

According to the report provided by American Environmental Laboratories, City Hall and the Police Station do not have any air quality issues. However, they did provide some helpful information on how to thoroughly clean the ductwork within City Hall.

American Environmental Laboratories has recommended the following measures:

1. Perform cleaning and remediation work while the office is closed or as empty as possible to minimize complications and disruptions. It may be necessary to close the building on a weekday, ideally on a Friday, to allow for air scrubbing over the weekend.
2. Identify all areas along the tubular HVAC ducts that have staining or visible dust.
3. Install air scrubbers in the targeted areas to remove dust from the air during the cleaning process.
4. Thoroughly clean and wipe down the surface of all the ductwork to remove all dust. Use an EPA-approved disinfectant/biocide.
5. After cleaning the ductwork, continue running the air scrubbers for a minimum of 48 hours to ensure thorough cleansing.

Considering the complexity and expertise required for this work, the Department recommends that the City explore the possibility of hiring a vendor to carry out these tasks effectively. This will ensure that the cleaning is handled by professionals with the necessary knowledge and equipment.

It is important to note that the air quality in City Hall is currently deemed acceptable, and this action is a precautionary measure to maintain a healthy environment. If approved, the Department will proceed with engaging an HVAC cleaning specialist to address the issue promptly and efficiently.