

4/17/2019

Dept. of Children, Youth and Families  
101 Friendship Street  
Providence, RI 02903

Re: NIOSH CDC workplace Report No. 2018-0046-3346 March 2019 requested by the Union representing employees working at 101 Friendship St.

We have carefully reviewed the conclusions and recommendations provided in this report and have begun the process of implementing recommendations in the report dated March 19, 2019 submitted by Dr. R. Reid Harvey, DVM, MPM.

We are currently evaluating janitorial procedures outlined on page 18, #2, with management to review and resolve horizontal surfaces and dust issues. The janitorial contractor has recently upgraded to HEPA filters per recommendation. *See attached.*

A meeting was held with Ed McCann of Regan Heating and Air to ensure that the HVAC system is properly functioning. This includes maintaining relative temperatures and humidity levels identified in the report, page 18 #3 and #4 referenced on page 14. Regan recommended we add to our PM schedule the opening some of the covers used to close over the openings used to clean the ductwork and perform a visual inspection of the interior of the duct. And to include a notation in the work order of any moisture damage, staining, visible mold or wet or damp surfaces in or around any the components of the HVAC system

*See attached Regan Engineering report.*

The building will be monitored and visually inspected for any water incursion, page 18 #5, on a routine basis.

We have met with our pest control contractor to evaluate the pest control issues listed and have obtained their recommendations. *See attached Big Blue Bug recommendations.*

The recommendation of the current rules and policies regarding personal workspaces listed on page 18, #6 will be implemented.

After meeting with each of the vendors and securing their recommendations, the following actions are necessary to help alleviate several health and safety issues listed in the NIOSH report. To effectively resolve the health and safety concerns, please immediately implement the following:

## **HVAC**

Remove all tenant installed paper, covers, deflectors, etc. from the heating and air conditioning duct work. These covers adversely affect the supply of air that the system is designed to distribute. These blockages can also produce moisture and insufficient fresh airflow which can negatively impact and compromise the safe air quality of the building.

Remove and cease the use of portable space heaters. These units can adversely affect temperature settings and pose a safety risk.

## **Personal Workspace Policy**

Remove all food consumption devices, storage and equipment from non-designated areas. This includes microwave ovens, refrigerators, toasters, etc. Designated break areas are available on the 3<sup>rd</sup> and 5<sup>th</sup> floors approved for this purpose. Only these designated areas are approved for food preparation and storage.

We will actively keep adequate letters on all building issues and maintain a log on all building issues and resolutions to these issues. The log will detail inspections, findings, and work done.

We suggest scheduling quarterly meetings with your designees to maintain communication of any ongoing and mutual concerns.

Thank you for your help and cooperation with this matter.

Provident Property LLC

Contact:  
Ron Varone  
Ronvarone@aol.com  
(401) 359-1600