

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Department	

Telephone: 754 321-1900 Fax: 754 321-1917

August 19, 2	014 Signature on File	For Custodial Supervisor Use Only
TO:	Israel Canales, Manager Kathleen C. Wright Building	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On August 15, 2014, Richard Rosa and I conducted an assessment at the Kathleen C. Wright Building. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ Assessment did not identify any existing conditions significantly impacting IAQ or presenting immediate health and safety concerns to building occupants. However, due to individual sensitivities and predisposing health factors, it is possible that some building occupants may elicit a health response to allergens and / or conditions noted during the evaluation. Therefore, to further improve IAQ, prevent development of future IAQ-related problems, and to reduce the potential for IAQ-related complaints by building occupants, the IAQ Assessment Team recommends appropriate follow up of any item/s identified and noted in the attached evaluation.

Please ensure that your Head Facilities Serviceperson receives a copy of this correspondence so that the recommendations requiring their attention can be addressed. In an attempt to separate IAQ issues from general maintenance items, the attached assessment may contain direction for site based staff to generate a work order through COMPASS. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all site based custodial issues have been appropriately addressed.

Should any questions arise, or if the current concerns continue after the attached recommendations have been addressed, please feel free to contact us at 754-321-1907.

cc: Shelley Meloni, Executive Director, Facilities & Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division Aston Henry, Director, Risk Management Sonja Coley, Senior Project Manager, Facilities & Construction

RK/tc Enc.

IAQ Assessment							
Kathleen C	C. Wright Complex Evaluation	Date August 15, 2014	Time of Day 7:10				
Outdoor Conditions Te	mperature 77.1 Rela	tive Humidity 96.6	Ambient CO2 468				
FishTemperature12th flrsee below	· ·······	Range         CO <sup>2</sup> 30% - 60%         see bel					
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected				
Ceiling 2' X 2' Lay in Walls Drywall	Yes       No	No	1 stained ceiling tile, corr.0126				
Floor Carpet / VCT	Yes	No	< 1 sq ft				
Ceiling Clean No Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean Yes				
Flooring Clean No	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean Yes				
Room Surfaces No Clean	Ceiling at Supp Grills Clean	ly Yes					
Trash Removed Yes	Exhaust Fans Workin		Unapproved Chemicals / No				
Signs of Pests No Room Cluttered No	Drain Traps W Food if Stored in Room in Sealed Containers		Air Fresheners No in Room				
Mechanical Equipment Location FISH 1208 Mechanical Room Clean Yes							
Filters Installed Properly	Yes Filters Clear	n Yes	Inside of HVAC Unit Clean Yes				
Condensate Pan Clean	Yes Cooling Coil Clea	n Yes					
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top No	▼	Fresh Air Intake Free Yes Yes				
Observations							

NE section of floor- 73.4 degrees, 51.4% humidity, 451 ppm CO2...NC section of floor- 72.5 degrees, 53.3% humidity, 447 ppm CO2...NW section of floor- 72.5 degrees, 54.6% humidity, 449 ppm CO2...Elevator lobby 71.9 degrees, 55.9 %, 463 ppm CO2. Occupants stated that there was an odor in the location of the elevator yesterday, many complaints from floor occupants. Wax was recently applied in one of the elevators, inquire with Eric if any other complaints or concerns were communicated during this time. The odor has dissipated per 12th floor occupants when asked at the time of the assessment. Black residue leaking from empty file cabinet onto the floor.

Corrective Actions to be Completed by Site Based Staff

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**Corrective Actions to be Completed by PPO** 

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