

managing risk with responsibility

	enry, Director gement Department		Telephone: Fax:	754 321-1900 754 321-1917	
October 30,	2013	Signature on File	For Custodial S	upervisor Use Only	
TO:	Roy Norton, Manager Physical Plant Operations		Custodial Issues Addressed Custodial Issues Not Addressed		
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department				
SUBJECT:	Indoor Air Oua	ality (IAO) Assessment			

On October 28, 2013, I conducted an assessment at **Lauderdale Manors Administrative Site**. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ assessment did identify one or more existing conditions impacting IAQ and has generated appropriate work orders to correct deficiencies in systems and maintenance that could contribute to decreased indoor air quality. At the time of the assessment, these concerns were not an immediate health or safety concern 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 agents and / or conditions identified 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 each item identified and listed 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.

Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
 Aston Henry, Director, Risk Management
 Sonja Coley, Senior Project Manager, Facilities & Construction

RK/tc Enc.

IAQ Assessment

Lauderdale	Manors Evaluation Dat	e October 28, 2013	Time of Day 1	2:30		
Outdoor Conditions Temperatur	e 86.0 Relative	Humidity 53.4	Ambient CO2 5	00		
Fish Temperature Range 302 76.4 72 - 78		Range CO ² 508	Range # Oo MAX 700 > Ambient	3		
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected			
Ceiling 2' X 4' Lay in	No	No				
Walls Drywall	No	No				
Floor 12" x 12" Vinyl	No	No				
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes		
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes		
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes				
Trash Removed Yes Signs of Pests No	Exhaust Fans Working Drain Traps Wet	N/A Yes	Unapproved Chemicals / Cleaners in Room	No		
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No		
Mechanical Equipment Location Fl	SH 310		Mechanical Room Clean	Yes		
Filters Installed Properly Yes	Filters Clean	Yes	nside of HVAC Unit Clean	Yes		
Condensate Pan Clean Yes Cooling Coil Clean Yes						
Pollutant Sources Near Air	utside of Room ees	▼	Fresh Air Intake Free of Obstruction	Yes		
Observations						
Corrective Actions to be Complete	a by Site Based Staff	Corrective Action	s to be Completed by PF	0 ▼		
	▼			▼		
	▼			▼		
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IAQ Assessment

Lauderdale Manors Eva	Iluation Date October 28, 2013 Time of Day 12:30							
Outdoor Conditions Temperature 86.0	Relative Humidity 53.4 Ambient CO2 500							
Fish Temperature Range Relative Hun 312 75.2 72 - 78 42.2	midity Range CO ² Range # Occupants 30% - 60% 497 MAX 700 > 2 Ambient							
Noticeable Odor No Visible water da staining?								
Ceiling 2' X 4' Lay in No Walls Drywall No	No No							
Walls Drywall No Floor Carpet No	No							
Ceiling Clean Yes HVAC Su								
Walls Clean Yes Inside of Flooring Clean Yes Duct Cle								
Room Surfaces Yes Ceiling a Clean Grills Cle	at Supply Yes							
Trash Removed Yes Exhaust Fans	Cleaners in Room No							
Signs of Pests No Drain T Room Cluttered No Food if Stored ir in Sealed Contain								
Mechanical Equipment Location FISH 310	Mechanical Room Clean Yes							
	ers Clean Yes Inside of HVAC Unit Clean Yes							
Condensate Pan Clean Yes Cooling Co								
Fresh Air Intake Location Pollutant Sources Near Air Intake Outside of Room Trees	▼ Fresh Air Intake Free of Obstruction							
Observations								
Minor staining of carpet								
Corrective Actions to be Completed by Site Based St	taff Corrective Actions to be Completed by PPO ▼							
	▼ ▼							
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IAQ Assessment

Lauderdale Manors Ev	aluation Date October 28, 201	3 Time of Day 12:30							
Outdoor Conditions Temperature 86.0	Relative Humidity 53.4	Ambient CO2 500							
Fish Temperature Range Relative Hu 313 76.8 72 - 78 44.3		Range # Occupants MAX 700 > 4 Ambient							
Noticeable Odor No Visible water of staining		Amount of material affected							
Ceiling 2' X 4' Lay in Yes	No	2 stained tiles							
Walls Drywall/Tackboard No	No								
Floor 12" x 12" Vinyl No	No								
Ceiling Clean Yes Walls Clean Flooring Clean Yes HVAC S Grills Clean Inside of Duct Clean	of Supply Ves	HVAC Return Grills Clean Inside of Return Duct Clean Yes							
Room Surfaces Yes Ceiling Clean Grills C	at Supply lean Yes								
Trash Removed Yes Exhaust Fan Signs of Pests No Drain	s Working N/A Traps Wet No	Unapproved Chemicals / Cleaners in Room							
Room Cluttered No Food if Stored in Sealed Conta	in Room is	Air Fresheners No in Room							
Mechanical Equipment Location FISH 310 Mechanical Room Clean Yes									
Filters Installed Properly Yes Filt	ers Clean Yes	Inside of HVAC Unit Clean Yes							
Condensate Pan Clean Yes Cooling Coil Clean Yes									
Fresh Air Intake Location Pollutant Sources Near Air Intake Outside of Room Trees	▼	Fresh Air Intake Free of Obstruction Yes							
Observations									
Large art sink in room used as storage - sink trap dry - 2 stained ceiling tiles right side of door to 313C - 2 ceiling tiles missing left of door to 313C									
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO									
Run water in all sinks at least monthly	ir cause of stained ceiling tiles ▼								
Remove and replace stained ceiling tiles ▼ Replace missing ceiling Tiles ▼ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■									
▼ ▼									