

RISK MANAGEMENT...

managing risk with responsibility

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July 13, 2010

Signature on File

TO: Mr. Israel Canales, Manager
Administrative Sites

FROM: Robert Krickovich, Coordinator, LEA
Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 239, 245 and 257

For Custodial Supervisor Use Only	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed

On May 24, 2010 and May 25, 2010 IAQ assessments of FISH 239, 245 and 257 were conducted at **Sawgrass Central Area Office**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby 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 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 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 me at 754-321-1638.

cc: Dr. Leontine Butler, Area Superintendent
Jeffrey S. Moquin, Executive Director, Support Operations
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance
Aston Henry, Supervisor, Risk Management
Greg Boardman, Project Manager, Facilities and Construction Management
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division

RK/tc
Enc.

IAQ Assessment

Location Number

Sawgrass Administration

Evaluation Requested

Time of Day

Evaluation Date

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input style="width: 40px;" type="text" value="239"/>	<input style="width: 40px;" type="text" value="72.9"/>	<input style="width: 40px;" type="text" value="72 - 78"/>	<input style="width: 40px;" type="text" value="53.9"/>	<input style="width: 40px;" type="text" value="30% - 60%"/>	<input style="width: 40px;" type="text" value="582"/>	<input style="width: 40px;" type="text" value="Max 700 > Ambient"/>	<input style="width: 40px;" type="text" value="3"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input style="width: 60px;" type="text" value="No"/>		<input style="width: 60px;" type="text" value="No"/>		<input style="width: 60px;" type="text" value="No"/>		<input style="width: 60px;" type="text" value="None"/>	
Ceiling Type	<input style="width: 100px;" type="text" value="2 x 2 Lay In"/>		<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100px;" type="text" value="None"/>		
Wall Type	<input style="width: 100px;" type="text" value="Drywall"/>		<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100px;" type="text" value="None"/>		
Flooring	<input style="width: 100px;" type="text" value="Carpet"/>		<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100px;" type="text" value="None"/>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100%; height: 20px;" type="text"/>
Walls	<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100%; height: 20px;" type="text"/>
Flooring	<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100%; height: 20px;" type="text"/>
HVAC Supply Grills	<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100%; height: 20px;" type="text"/>
HVAC Return Grills	<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100%; height: 20px;" type="text"/>
Ceiling at Supply Grills	<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100%; height: 20px;" type="text"/>
Surfaces in Room	<input style="width: 40px;" type="text" value="Yes"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 40px;" type="text" value="No"/>	<input style="width: 100%; height: 20px;" type="text"/>

Observations

Findings (Central Area Office)

- Live plant against window on North wall with visible microbial growth
- Temperature, CO2 and humidity were all within an acceptable range at the time of the assessment

Site Based Maintenance:

- Remove live plant from room. Soil is a source of microbial growth.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Location Number

Sawgrass Administration

Evaluation Requested

Time of Day

Evaluation Date

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="245"/>	<input type="text" value="73.5"/>	<input type="text" value="72 - 78"/>	<input type="text" value="52.8"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="589"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="3"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>	
Ceiling Type	<input type="text" value="2 x 2 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Wall Type	<input type="text" value="Drywall"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Flooring	<input type="text" value="Carpet"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean and sanitize"/>
HVAC Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Return Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Ceiling at Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

Observations

Findings (Central Area Office)

- Minor staining on carpet
- Live plant on West wall with visible microbial growth in FISH 237
- Temperature, CO2 and humidity were all within an acceptable range at the time of the assessment

Site Based Maintenance:

- Generate a request to clean carpet
- Remove live plant from room. Soil is a source of microbial growth.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Location Number

Sawgrass Administration

Evaluation Requested

Time of Day

Evaluation Date

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="257"/>	<input type="text" value="73.7"/>	<input type="text" value="72 - 78"/>	<input type="text" value="49.3"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="630"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="7"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>	
Ceiling Type	<input type="text" value="2 x 2 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Wall Type	<input type="text" value="Drywall"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Flooring	<input type="text" value="Carpet"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean and Sanitize"/>
HVAC Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Return Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Ceiling at Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

Observations

Findings (Central Area Office)

- Minor staining on carpet
- 1 1/2" hole in ceiling tile
- 6 live plants in area - 3 in soil and 3 in water
- Staff advised that when the HVAC system is not working, which has been quite often, the occupied space is unbearable. At the time of the assessment the system was working properly and the temperature, CO2 and humidity were all within an acceptable range.

Site Based Maintenance:

- Generate a request to replace ceiling tile and clean carpet
- Remove live plants from room. Soil is a source of microbial growth.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate