

managing risk with responsibility

Aston A. Henry, Supervisor Risk Management Department		Telephone: Fax:	754 321-1900 754 321-1917		
March 4, 2013	Signature on File	For Custodial Supervisor Use Only			
TO:	Roy Norton, Manager Physical Plant Operations	Custodial Issues Addressed			
FROM:	Robert Krickovich, Coordinator I, LEA Facilities & Construction	Custodial Iss	ues Not Addressed		
SUBJECT:	Indoor Air Quality (IAQ) Assessment				

On February 27, 2013, I conducted an assessment at **Technology Support Services.** 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, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Sonja Coley, Senior Project Manager, Facilities & Construction Aston Henry, Supervisor, Risk Management

RK/tc Enc.

IAQ Assessment

Technology Support Services

Evaluation Date February 27, 2013

Time of Day

10:15

Outdoor Conditions Temperature 75.5	Relative Humidity 65.5 Ambient CO2 461			
Fish Temperature Range Relative Hui 203 71.7 72 - 78 51.3				
Noticeable Odor No Visible water d				
Ceiling 2' X 4' Lay in No	No			
Walls Drywall No	No			
Floor Carpet No	No			
Ceiling Clean Yes HVAC S Grills Cl Walls Clean Yes				
	of Supply Inside of Return Duct Clean Yes			
Room Surfaces Yes Ceiling a Clean Grills Cl	at Supply Clean No			
Trash Removed Yes Exhaust Fans	Cleaners in Room No			
	Traps Wet N/A Air Fresheners No			
Room Cluttered No Food if Stored in Sealed Conta	in Room is in Room			
Mechanical Equipment Location Unknown Mechanical Room Clean				
. ,]	rers Clean Inside of HVAC Unit Clean			
Condensate Pan Clean Cooling C	Coil Clean			
Fresh Air Intake Location	▼ Fresh Air Intake Free of Obstruction			
Pollutant Sources Near Air Intake	▼ Of Obstruction			
Observations				
Carpet has minor staining, ripples, worn frayed throu	ughout - HVAC suply grills dusty - Ceilings at supply dusty			
Corrective Actions to be Completed by Site Based S	Staff Corrective Actions to be Completed by PPO			
Clean HVAC supply grills with Wexcide	▼ Evaluate carpet for replacement ▼			
Clean ceilings around HVAC supply grills	<u> </u>			
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IAQ Assessment

Technology Support Services

Evaluation Date February 27, 2013

Time of Day

10:15

Outdoor Conditions Temperature	75.5 Relative Humidi	ity 65.5 Ambient CO2 461
Fish Temperature Range 210 69.6 72 - 78	Relative Humidity Range 43.8 30% - 60%	CO ² Range # Occupant 857 MAX 700 > 5 Ambient
Noticeable Odor No V	Sible water damage /	ole microbial Amount of growth? material affected
Ceiling 2' X 4' Lay in	No	No
Walls Drywall	No	No
Floor 2' x 2' removable	No	No
Ceiling Clean Yes	HVAC Supply Grills Clean N/a	HVAC Return Grills Clean
Walls Clean Yes	Inside of Supply	Inside of Return
Flooring Clean Yes	Duct Clean N/A	Duct Clean N/A
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean N/a	
Trash Removed Yes	Exhaust Fans Working N/A	Unapproved Chemicals / Cleaners in Room
Signs of Pests No	Drain Traps Wet N/A	Air Fresheners No
Room clattered No	od if Stored in Room is Sealed Containers	in Room
Mechanical Equipment Location Floor M	ounted in Room	Mechanical Room Clean N/A
Filters Installed Properly Yes	Filters Clean Yes	Inside of HVAC Unit Clean Yes
Condensate Pan Clean Yes	Cooling Coil Clean Yes	
Fresh Air Intake Location Unknow	/n	▼ Fresh Air Intake Free
Pollutant Sources Near Air Intake		of Obstruction ▼
Observations		
Main Computer hub for District - Floor me equipment (may need exhaust fans and/o		nrough flooring - odors from computer
Corrective Actions to be Completed by S	Site Based Staff Co	orrective Actions to be Completed by PPO
	▼	The state of the s
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	▼	——————————————————————————————————————
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		mpleted by FCM:
	▼ Fa	acilities project manager to investigate

IAQ Assessment

Technology Support Services

Evaluation Date February 27, 2013

Time of Day

10:15

Outdoor Conditions	s Temperatu	re 75.5	Relativ	e Humidity	65.5	An	nbient CO2	461
	72.3 72 - 7		i	Range % - 60%	119		Range # MAX 700 > Ambient	# Occupants
Noticeable Odor	No No	Visible water da staining?		gro	microbial wth?	, r	Amount of naterial affecte	d
	4' Lay in	No			No No			
	Orywall Carpet	No		_	No .			
FIOOI	Jaipei	No		<u> </u>	No			
Ceiling Clean Walls Clean	Yes	HVAC Su Grills Cle		Yes			HVAC Return Grills Clean	Yes
Flooring Clean	No	Inside of Duct Cle		Yes			Inside of Retur Duct Clean	n Yes
Room Surfaces Clean	No	Ceiling a Grills Cle		No				
Trash Removed	Yes	Exhaust Fans		N/A			oved Chemica rs in Room	ls / No
Signs of Pests Room Cluttered	No	Food if Stored in		N/A		Air Fr in Ro	esheners om	No
		in Sealed Contai	ners	IW/A			-	
Mechanical Equipn	nent Location	Inknown				Mechar	ical Room Clea	an
Filters Installed Pro		Filte Cooling Co	rs Clean			Inside of	HVAC Unit Cle	an
Outdonous								
Fresh Air Intake Loc	ation				▼		h Air Intake Fre	эе
Pollutant Sources N Intake	lear Air				▼	0, 0	osti uction	
Observations								
Carpet dirty - torn - dusty	rippled - worn	(needs replacemen	t) - Minor	dust on all	surfaces -	- Ceiling ti	les at HVAC s	upply grills
					3 41			
	s to be Complete y clean dust fro	ed by Site Based St	aff T ഄ ີ [Completed by eplacement	/ PPO
	s around HVAC		▼		Lvaidato	aipet ioi .		▼
			▼					▼
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			▼					▼
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