

managing risk with responsibility

Aston A. Henry, Director
Risk Management Department

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December 17	, 2014 Signature on File	For Custodial Supervisor 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 Quality (IAQ) Assessment	

On November 25, 2014, I conducted an assessment at **Twin Lakes - Transportation**. 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.

cc: Shelley Meloni, Executive Director, Facilities & Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Aston Henry, Director, Risk Management Sonja Coley, Senior Project Manager, Facilities & Construction Broward Teachers Union Federation of Public Employees

RK/tc Enc.

IAQ Assessment

Warehouse, Maintenance & Transpo	rtation Evaluation Date	November 25, 2014	Time of Day 1:00			
Outdoor Conditions Temperature	84.9 Relative	Humidity 72.5	Ambient CO2 460			
Fish Temperature Range 930 74.1 72 - 78		Range CO ² 461	Range # Occupants MAX 700 > 2 Ambient			
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 Carpet	Yes	No	8 SQ FT AT DOOR			
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	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room			
Signs of Pests No	Drain Traps Wet	N/A	Air Fresheners No			
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	in Room			
Mechanical Equipment Location FISH	1 936		Mechanical Room Clean Yes			
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 Roo	f top	▼	Fresh Air Intake Free			
Pollutant Sources Near Air Intake	е	▼	of Obstruction			
Observations						
Stained carpet at door to corridor (from cleaning tile floors) - 6 pack of Black Flag Insect Bombs under desk - Water stained cardboard boxes in corner of room - Stained ceiling tile in corridor in front of room 928.						
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO						

Corrective Actions to the Completed by Cite Busca C	<u></u>	
Remove water damaged boxes		
Remove insect bombs from facility		
Use care when cleaning tile that water does		
not enter rooms and get carpet wet	▼	
Replace stained ceiling tiles	▼	
Call in work orders when water stains are found		
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Corrective Actions to be Completed by 11 C		
Replace water damaged carpet	▼	
Evaluate and repair cause of stained ceiling tiles		
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