

# RISK MANAGEMENT...

managing risk with responsibility

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December 21, 2007

**Signature on File**

TO: Mr. Kelvin Lee, Principal  
**Lanier-James Education Center**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 108 and 307**

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

On December 19, 2007 I conducted an assessment of FISH 108 and 307 at **Lanier-James Education Center**. 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.

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. 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 754-321-3200.

cc: Dr. Joel Herbst, Area Superintendent  
Steven Friedman, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
Rey Olivera, Project Manager, Facilities and Construction Management  
Jamie Daniels, Broward Teachers Union  
Roy Jarrett, Federation of Public Employees  
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1  
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division  
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

ES/tc  
Enc.

# IAQ Assessment

Lanier-James Education Center

Location Number 0405  
 Evaluation Requested December 17, 2007  
 Evaluation Date December 19, 2007

Time of Day 1:30 pm

Outdoor Conditions      Temperature 77.2      Relative Humidity 52.1      Ambient CO2 443

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
108	72.9	72 - 78	49.9	30% - 60%	702	Max 700 > Ambient	2
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		Yes		No		1 square foot	
Wall Type		No		No		None	
Flooring		Yes		No		Various	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tiles
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Clean with extraction machine
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills				N/A
Surfaces in Room	Yes	No	No	

**Observations**

**Findings:**

- 6 cardboard boxes in room
- Visible staining on carpet from previous water leak from refrigerator and A/C
- Non-approved chemicals in room (air freshener)
- FISH 114 - 6 stained ceiling tiles
- HFSP initiated work order through COMPASS to address source of water intrusion

**Recommendations:**

**Site Based Maintenance:**

- Replace ceiling tiles in FISH 108 and 114 after source of water intrusion has been repaired
- Encourage occupant to store items in plastic containers as opposed to cardboard boxes
- Thoroughly clean carpet with extraction machine
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

# IAQ Assessment

Lanier-James Education Center

Location Number 0405  
 Evaluation Requested December 17, 2007  
 Evaluation Date December 19, 2007

Time of Day 1:30 pm

Outdoor Conditions      Temperature 77.2      Relative Humidity 52.1      Ambient CO2 443

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
307	71.7	72 - 78	48.5	30% - 60%	1217	Max 700 > Ambient	8
Noticeable Odor	Yes		Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling Type	2 x 4 Lay In		Yes	No	6 ceiling tiles		
Wall Type	Plaster		No	No	None		
Flooring	12 x 12 Vinyl		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tiles
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills				N/A
Surfaces in Room	Yes	No	No	

**Observations**

**Findings:**

- Odor in room from 8 ounce bottle of Expo dry erase cleaner - removed at the time of assessment
- Dust and debris on A/C filters
- FISH 307 and 308 - 10 stained ceiling tiles
- HFSP initiated work order through COMPASS to address source of water intrusion

**Recommendations:**

**Site Based Maintenance:**

- Remove and replace A/C filters
- Replace ceiling tiles in FISH 307 and 308 after source of water intrusion has been repaired
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate