

## managing risk with responsibility

Aston A. Henry, Task Assigned Director Risk Management Department		Telephone:754 321-1900Fax:754 321-1917
April 23, 2013	Signature on File	For Custodial Supervisor Use Only
TO:	David Watkins, Principal Whiddon-Rogers Education Center	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manager Facilities Design and Construction	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On April 10, 2013, I conducted an assessment at **Whiddon-Rogers Education Center**. 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: Directors, School Performance & Accountability Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division Aston Henry, Task Assigned Director, Risk Management Sonja Coley, Senior Project Manager, Facilities Design and Construction Broward Teachers Union Federation of Public Employees

RR/tc Enc.

	IAQ Assess	ment		
Whiddon-Rogers Ed	lucation Center Evaluation Da	te April 10, 2013	<b>Time of Day</b> 10:00	
Outdoor Conditions Temp	erature 84 Relativ	e Humidity 69.4	Ambient CO2 418	
FishTemperature10273.2	RangeRelative Humidity72 - 7857.930	Range         CO <sup>2</sup> 0% - 60%         693		ts ]
Noticeable OdorNoCeiling2' x 4'WallsDrywallFloor12" x 12" Vinyl	Visible water damage / staining? Yes No No	Visible microbial growth? No No No	Amount of material affected (1) ceiling stain	] ] ]
Ceiling CleanNoWalls CleanYesFlooring CleanYesRoom Surfaces CleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean Yes	-
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	]
	on FISH 102U Yes Filters Clean Yes Cooling Coil Clean	Yes	Mechanical Room Clean Yes Inside of HVAC Unit Clean Yes	-
Fresh Air Intake Location Pollutant Sources Near Air Intake	Thru exterior wall	<ul><li>▼</li></ul>	Fresh Air Intake Free Yes	]

## Observations

F-102 is a long corridor with two sections of office space at either end where there is heavy traffic entering from the outside. Ceiling stain is adjacent to the principal's secretary's desk. Microbial growth was not visible on the walls at the time of assessment. I advised the HFSP to monitor the walls for returning growth and also to be aware of the exterior door being left open for long periods of time. The glass block and the poor circulation of air in the corner of the office contribute to the microbial growth. I explained the situation to the assistant principal.

Corrective Actions to be Completed by Site Based Staff

Replace stained ceiling tile after repair			
Clean HVAC supply grills with Wexcide			
	▼		
	▼		
	▼		
	▼		
	▼		
	▼		

## Corrective Actions to be Completed by PPO

Evaluate and repair cause of stained ceiling tiles		
Evaluate HVAC coil for cleaning		
	▼	
	▼	
	▼	