

# RISK MANAGEMENT...

managing risk with responsibility

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**Signature on File**

TO: Ms. Sarah Hausman,, Principal  
**Wingate Oaks Center**

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

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 103A**

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

On March 19, 2007 Richard Rosa conducted an assessment of FISH 103A at **Wingate Oaks 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 754-321-1638.

cc: Dr. Harry LaCava, Area Superintendent  
Toni Weissberg, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
Robert Goode, Project Manager, Facilities and Construction Management  
Dane Ramson, 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

RK/tc  
Enc.

# IAQ Assessment

Location Number

Wingate Oaks Center

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="103A"/>	<input type="text" value="68.8"/>	<input type="text" value="72 - 78"/>	<input type="text" value="53.6"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="511"/>	<input type="text" value="Max 700 &gt; Ambient"/>	<input type="text" value="1"/>
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="Drywall"/>	<input type="text" value="No"/>	<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="Yes"/>	<input type="text" value="10 square feet"/>		
Flooring	<input type="text" value="12 x 12 Vinyl"/>	<input type="text" value="No"/>	<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="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
Flooring	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
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:**

- Visible microbial growth on wall. Walls were tested with moisture meter and were dry.
- Temperature was low at the time of the assessment
- Room is very cluttered and there is storage up to the ceiling. Small HVAC return obstructed by storage.

**-Recommendations:**

**Site Based Maintenance:**

- Wipe down walls with Wexcide disinfectant solution
- Adjust the thermostat to increase the temperature. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
- Relocate stored items to at least 3 feet from the electrical panel and away from return air vent
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate