

managing risk with responsibility

Aston A. Henry, Director		Telephone:	754 321-1900
Risk Management Department		Fax:	754 321-1917
July 11, 2013	Signature on File	For Custodial S	upervisor Use Only
TO:	Sarah Hausman, Principal Wingate Oaks Center		ues Addressed ues Not Addressed
FROM:	Richard Rosa, Project Manager Risk Management Department		
SUBJECT:	Indoor Air Quality (IAQ) Assessment		

On July 1, 2013, I conducted an assessment at Wingate Oaks 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.

Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction cc: Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division Aston Henry, Director, Risk Management Sonja Coley, Senior Project Manager, Facilities & Construction **Broward Teachers Union** Federation of Public Employees

RR/tc Enc.

IAQ Assessment

Wingate	Oaks Center Evaluation Dat	e July 1, 2013	Time of Day 1	1:30
Outdoor Conditions Temper	ature 86 Relative	Humidity 75.2	Ambient CO2 42	23
		Range <u>co²</u> % - 60% 514		cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' x 4'	No	No		
Walls Drywall	Yes	No	60sq ft	
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean No Walls Clean No Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No	Duct Clean	
Trash Removed Yes Signs of Pests No	Exhaust Fans Working Drain Traps Wet	Yes	Unapproved Chemicals / Cleaners in Room	No
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	Above Ceiling in classroom		Mechanical Room Clean	N/A
Filters Installed Properly N/A	Filters Clean	N/A	Inside of HVAC Unit Clean	N/A
Condensate Pan Clean N/A	Cooling Coil Clean	N/A		
Fresh Air Intake Location	Not readily accessible	▼	Fresh Air Intake Free	N/A
Pollutant Sources Near Air Intake	Not readily accessible	▼	of Obstruction	
Observations				

F-703 ,806 & 807 were identified as an issue, however, HFSP advised not a concern. There was a flood in this room due to a water line feeding the refrigerator. The repair to the plumbing has been completed. The water has sponged up the drywall 4', I removed 15' of floor base board and installed floor fans to allow drywall to dry, I will moisture check in one week to confirm whether drywall needs to be removed. Maintenance has 50% of the HVAC system secured for repair. Room was rechecked on 7-8 and the area did not dry. Replace all wall board where baseboard has been removed, 4' up.

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Contestive Actions to be completed by 110	
Remove and replace wall material as necessary	▼
Repair HVAC to reduce humidity level	▼
	▼
	▼
See observations for additional info	▼
	▼
	▼
	▼

IAQ Assessment

Wingate Oaks	<u>Center</u> Evaluation Dat	e July 1, 2013	Time of Day12	2:00
Outdoor Conditions Temperature	e 86 Relative	Humidity 75.2	Ambient CO2 42	23
Fish Temperature Range 909 79.8 72 - 78		Range <u>CO</u> % - 60 % 516		cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' x 4'	No	No		
Walls Drywall	Yes	No	9 sq ft	
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean No	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Walls Clean No Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No	Drain Traps Wet	Yes		
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location Abo	ove Ceiling in classroom		Mechanical Room Clean	N/A
Filters Installed Properly N/A	Filters Clean	N/A	Inside of HVAC Unit Clean	N/A
Condensate Pan Clean N/A	Cooling Coil Clean	N/A		
Fresh Air Intake Location No	t readily accessible	▼	Fresh Air Intake Free of Obstruction	N/A
Pollutant Sources Near Air Intake	t readily accessible	▼	or obstruction	
Observations				

F-703,806 & 807 were identified as an issue, however, HFSP advised not a concern. TThere was a flood in this room due to a water line feeding the refrigerator. The repair to the plumbing has been completed. The water has sponged up the drywall 3', I removed 15' of floor base board and installed floor fans to allow drywall to dry, I will moisture check in one week to confirm whether drywall needs to be removed. Maintenance has 50% of the HVAC system secured for repair. Room was rechecked on 7-8. The only section of drywall that needs to be removed is adjacent to the copper line coming through the wall, approx. 9 sq ft, replace base board

Corrective Actions to be Completed by Site Based Staff

Corrective / tellerie to be completed by one bacca ctair		
Clean ceilings around HVAC supply grills	▼	
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	▼	
	▼	

Corrective Actions to be Completed by PPO

Contestive Actions to be completed by 110	
Remove and replace wall material as necessary	▼
Repair HVAC to reduce humidity level	▼
	▼
	▼
See observations for additional info	▼
	▼
	▼
	▼