

managing risk with responsibility

| Aston A. Henry, Director |
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| Risk Management Department |

June 17, 2015

TO:

FROM:

SUBJECT:

 Telephone:
 754 321-1900

 Fax:
 754 321-1917

| Signature on File | For Custodial Supervisor Use Only |
|---|---|
| Sarah Hausman, Principal Wingate Oaks Center | Custodial Issues Addressed Custodial Issues Not Addressed |
| Robert Krickovich, Coordinator I, LEA Risk Management Department | |
| Indoor Air Quality (IAQ) Assessment | |

On June 11, 2015, 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 not identify any existing conditions significantly impacting IAQ or presenting immediate health and safety concerns 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 allergens and / or conditions noted 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 any item/s identified and noted 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 754-321-1900.

cc: Shelley Meloni, Executive Director, Facilities & Construction 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

BK/jj Enc.

| IAQ Assessment | | | | | | |
|--|--|---|---|------------|--|--|
| W | ingate Oaks Evaluation Dat | e June 11, 2015 | Time of Day 12:4 | 45 PM | | |
| Outdoor Conditions Tempera | ature 93.1 Relative | Humidity 56.7 | Ambient CO2 42 | 24 | | |
| | | Range CO ² % - 60% 467 | Range # Oc MAX 700 > Ambient | cupants | | |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | | | |
| Ceiling2' X 4' Lay inWallsPlasterFloor12" x 12" Vinyl | No No No | No No | | | | |
| Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom Surfaces CleanYes | HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean | Yes Yes | HVAC Return Grills Clean Inside of Return Duct Clean | Yes Yes | | |
| Trash RemovedYesSigns of PestsNoRoom ClutteredNo | Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers | Yes Yes Yes | Unapproved Chemicals / Cleaners in Room Air Fresheners in Room | No No | | |
| Mechanical Equipment Location Filters Installed Properly N/A Condensate Pan Clean N/A | - | N/A N/A | Mechanical Room Clean Inside of HVAC Unit Clean | N/A N/A | | |
| Fresh Air Intake Location Pollutant Sources Near Air Intake | Outside of Room None | ▼ | Fresh Air Intake Free of Obstruction | Yes | | |
| Observations Advised by staff that odor is pre advised staff to continue calling the repairs performed by PPO d | in work orders for the leaks w | | - | | | |

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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