

managing risk with responsibility

Aston A. Henry, Director			Telephone:	754 321-1900	
Risk Management Department			Fax:	754 321-1917	
Manala 24, 2011	Cinnetons on File				
March 24, 2015 Signature on File			For Custodial Supervisor Use Only		
TO:	JoEllen Scott, Principal		Custodial Issu	ues Addressed	
	Bayview Elementary		Custodial Issu	ues Not Addressed	
FROM:	Daniel Meyer, Project Manager				
	Risk Management Department	_			
SUBIECT:	Indoor Air Ouality (IAO) Assessment	-			

On March 23, 2015, I conducted an assessment at **Bayview Elementary School**. 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 754-321-1900.

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

DM/jj Enc.

Room needs to be cleaned (elevated surfaces) extremely dusty. High humidity level in classroom. One water stained tile - not wet during inspection. Supply grills need to be wiped clean with wexcide. Return grill needs to be vacuumed. A/C filters need to be changed and installed properly (tape and dated). The mechanical room is being used as storage. Please remove the cardboard boxes stored in this area.

Corrective Actions to be Completed by Site Based Staff

all
lacksquare
▼
▼
lacksquare
lacksquare
ightharpoons
▼
▼

Corrective Actions to be Completed by PPO

Our courter Actions to be completed by 11 C			
Repair HVAC to Reduce Humidity Levels	▼		
Install new ceiling tile upon repair, cuts needed			
	▼		
	▼		
	▼		
	▼		
	▼		
	▼		

used. Classroom was designed for Science / Art room but is being used as a general classroom. Floor drain in classroom also appeared dry. If Staff is unable to keep traps wet a workorder should be called in to disconnect the

lan
▼
▼
▼
▼
▼
▼
▼
▼

▼
▼
▼
▼
▼
▼
▼
▼