

managing risk with responsibility

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Signature on File

September 25, 2012

TO: Mary Lou Ridge, Principal

Bethune Elementary School

FROM: Richard Rosa, Project Manager

Facilities Design and Construction

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only						
	Custodial Issues Addressed					
	Custodial Issues Not Addressed					
-						

On September 24, 2012, I conducted an assessment at **Bethune 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 754-321-1907.

cc: Directors, School Performance & Accountability
Shelley Meloni, Executive Director, Facilities Design and Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Sonja Coley, Senior Project Manager, Facilities Design and Construction
Broward Teachers Union
Federation of Public Employees

RR/tc Enc.

IAQ Assessment

Bethune Elementary

after repairs are completed

Evaluation Date September 24, 2012

Time of Day

1400

Outdoor Condition	ons Ter	mperature	87.8	Relativ	e Humidity	64.1	Ambient Co)2 <u></u>	123
Fish T	emperature 71.7	Range 72 - 78	Relative Hun 45.6	i	Range 9% - 60%	62 ¹		> [ccupant
Noticeable Odor No Visible water day staining?				Visible m grow		Amount of material affected			
Ceiling	2' x 4'		Yes		N	0	<19	sq ft	
Walls	Drywall		No		N				
Floor	Carpet					_			
11001	Carpet		No		_ N	<u>o</u>			
Ceiling Clean	No		HVAC Su Grills Cle		No		HVAC Re		No
Walls Clean	Yes		Inside of	Supply	N/A		Inside of I	Return	
Flooring Clean	No		Duct Cle		N/A		Duct Clea	n	N/A
Room Surfaces Clean	No		Ceiling a Grills Cle		Yes				
Trash Removed	N/A		Exhaust Fans	Working	N/A		Unapproved Che Cleaners in Roor		No
Signs of Pests	No		Drain T	raps Wet	N/A				
Room Cluttered	Yes		Food if Stored in in Sealed Contai		N/A		Air Fresheners in Room		No
Mechanical Equ	ipment Loca	ation FISH	801K				Mechanical Roor	n Clean	Yes
Filters Installed I	Properly	Yes	Filter	rs Clean	No		Inside of HVAC Un	it Clean	Yes
Condensate F	Pan Clean	Yes	Cooling Co	oil Clean	Yes				
Fresh Air Intake	Location	Not r	eadily accessib	le		▼	Fresh Air Intal		N/A
Pollutant Sources Near Air Intake Not Accessible Not Accessible ▼						of Obstruction	1	IVA	
Observations									
301C is a theate	r garment s	storage roo	m.						
Corrective Action	ons to be C	ompleted b	y Site Based St	aff	Corre	ctive Acti	ons to be Complete	ed by P	РО
Thoroughly clean horizontal surfaces				▼			cause of stained		
Thoroughly clean and sanitize flooring			▼					•	
Encourage occupant to reduce clutter			 ▼					_	
Clean HVAC supply grills with Wexcide Vacuum HVAC return grills				▼					- ▼
Remove and replace A/C filters				 					<u>~</u>
Remove and replace A/C filters Remove and replace stained ceiling tiles				 					,
after repairs are completed				 					

IAQ Assessment

Bethune E	lementary Evaluation	Date September 24, 20	12 Time of Day140	00			
Outdoor Conditions Temperate	ure 87.8 Rela	ative Humidity 64.1	Ambient CO2 423				
Fish Temperature Ran 809 75.7 72 -		Range C0 30% - 60% 79		upants			
Noticeable Odor No	Visible water damage staining?	/ Visible microbial growth?	Amount of material affected				
Ceiling 2' x 4' Walls Drywall	No No	No No					
Floor Carpet	No	No					
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supp Duct Clean	Yes ly Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes			
Room Surfaces No Clean	Ceiling at Supp Grills Clean	Yes					
Trash Removed Yes Signs of Pests No	Exhaust Fans Worki Drain Traps V		Unapproved Chemicals / Cleaners in Room	No			
Room Cluttered No	Food if Stored in Roon in Sealed Containers		Air Fresheners in Room	No			
Mechanical Equipment Location	FISH 814		Mechanical Room Clean	Yes			
Filters Installed Properly No	Filters Clea		Inside of HVAC Unit Clean	No			
Condensate Pan Clean No	Cooling Coil Clea	an No					
Fresh Air Intake Location Pollutant Sources Near Air	Thru exterior wall	▼	Fresh Air Intake Free of Obstruction	Yes			
Intake	Student Drop Off Drive	▼					
Observations							
Evaluate all three air handler units modification due to sharp metal h this room has dirty filters and the	indering proper filter inst	allation. AHU #7 filter spa					
Corrective Actions to be Complet	ed by Site Based Staff	Corrective Acti	ions to be Completed by PPO)			
Clean dust buildup on horizantal surfaces ▼ Evaluate all HVAC coils in the mechanical room							
Replace A/C filters and da	ate properly ▼		riate filter spacer in HVAC	▼			
▼ See observations for additional info							