

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Departme	nt

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August 14, 2	014 Signature on File	For Custodial Supervisor Use Only	
TO:	Michelle Alvarez, Principal Bethune Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed	
FROM:	Richard Rosa, Project Manager Risk Management Department		
SUBJECT:	Indoor Air Quality (IAQ) Assessment	· · · · · · · · · · · · · · · · · · ·	

On August 12, 2014, 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 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 754-321-1907.

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

RR/tc Enc.

IAQ Assessment						
Bethune	Elementary Evaluation	Date August 12, 2014	Time of Day 1	0:45		
Outdoor Conditions Tempera	ature 89.7 Rela	tive Humidity 62.2	Ambient CO2 42	23		
	angeRelative Humidity- 7836.6	Range CO 30% - 60% 423		cupants		
Noticeable OdorNoCeiling2' X 4' Lay inWallsDrywall	Visible water damage / staining? No No	v Visible microbial growth? No No	Amount of material affected			
FloorCarpetCeiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesNo	No HVAC Supply Grills Clean Inside of Supply Duct Clean	res	HVAC Return Grills Clean Inside of Return Duct Clean	Yes		
Room SurfacesNoCleanTrash RemovedYes	Ceiling at Supp Grills Clean Exhaust Fans Workir	Yes	Unapproved Chemicals / Cleaners in Room	No		
Signs of Pests Yes Room Cluttered No	Drain Traps W Food if Stored in Room in Sealed Containers		Air Fresheners in Room	No		
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes	-		Mechanical Room Clean Inside of HVAC Unit Clean	Yes Yes		
Fresh Air Intake Location Pollutant Sources Near Air Intake	Thru exterior wall Parking Lot	▼	Fresh Air Intake Free of Obstruction	Yes		
Observations						

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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