

Aston A. Henry, Supervisor
Risk Management Department

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November 20, 2012

Signature on File

TO: Dr. Ricardo Garcia, Principal
Boulevard Heights Elementary School

FROM: Richard Rosa, Project Manager
Facilities Design and Construction

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed

On November 6, 2012, I conducted an assessment at **Boulevard Heights 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

Boulevard Heights Elementary

 Evaluation Date November 6, 2012

 Time of Day 12:30

 Outdoor Conditions Temperature 87

 Relative Humidity 39.9

 Ambient CO2 404

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
207	69.4	72 - 78	64.7	30% - 60%	481	MAX 700 > Ambient	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' x 4'		Yes		No		7 stains <1 sq ft
Walls	Drywall		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean		No	HVAC Supply Grills Clean		No	HVAC Return Grills Clean	
Walls Clean		Yes	Inside of Supply Duct Clean		No	Inside of Return Duct Clean	
Flooring Clean		Yes	Ceiling at Supply Grills Clean		Yes		
Room Surfaces Clean		Yes					
Trash Removed		Yes	Exhaust Fans Working		N/A	Unapproved Chemicals / Cleaners in Room	
Signs of Pests		No	Drain Traps Wet		N/A	Air Fresheners in Room	
Room Cluttered		No	Food if Stored in Room is in Sealed Containers		N/A		
Mechanical Equipment Location			Above Ceiling			Mechanical Room Clean	
Filters Installed Properly		Yes	Filters Clean		Yes	Inside of HVAC Unit Clean	
Condensate Pan Clean		N/A	Cooling Coil Clean		N/A		
Fresh Air Intake Location			Roof top ▼			Fresh Air Intake Free of Obstruction	
Pollutant Sources Near Air Intake			No ▼			Yes	

Observations

The ceiling stains are located under the above drop ceiling HVAC unit in the Southeast corner of conference room. The HVAC return grill is located in the back of the room 10" above cabinetry; evaluate the need to open up the shelving to allow return air flow. The HFSP states it is difficult to change the filter and clean the return grill with the shelving so close. There is a buildup of dust in the supply baffle above the HVAC supply grills, HFSP can't clean properly due to inaccessibility.

Corrective Actions to be Completed by Site Based Staff

Clean HVAC supply and return grills with Wexcide	▼
Replace stained ceiling tiles after repairs	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair cause of stained ceiling tiles	▼
Evaluate storage cabinets	▼
Clean HVAC supply drops	▼
Set temperature to 72 - 78 degrees	▼
Repair HVAC to reduce humidity level	▼
Evaluate the cleaning of the HVAC coil	▼
	▼
	▼
See observations for additional info	▼