

Aston A. Henry, Director

managing risk with responsibility

754 321-1900

Telephone:

| Risk Management Department | | Fax: | 754 321-1917 | |
|----------------------------|---|-----------------------------------|--|--|
| July 17, 2014 | Signature on File | For Custodial Supervisor Use Only | | |
| TO: | Juan Alejo, Principal Boulevard Heights Elementary School | | Issues Addressed Issues Not Addressed | |
| FROM: | Richard Rosa, Project Manager Risk Management Department | | | |
| SUBJECT: | Indoor Air Quality (IAQ) Assessment | | | |

On June 25, 2014, 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: 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

| Boulevard Heights Elem | <u>ientary</u> Evalua | ation Da | ite June 25 | , 2014 | Time of Day1 | 0:00 | |
|---|--|----------|-----------------------------|---|--------------------------------------|----------|--|
| Outdoor Conditions Temperature | 86.5 | Relativ | e Humidity | 67.1 | Ambient CO2 4 | 32 | |
| Fish Temperature Range 207 69.9 72 - 78 | Relative Humio | i i | Range 0% - 60% [| CO ² 459 | Range # O MAX 700 > Ambient | ccupants | |
| Noticeable Odor Yes Ceiling 2' X 4' Lay in | Visible water dam staining? | age / | Visible mic growth No | | Amount of material affected | | |
| Walls Drywall Floor 12" x 12" Vinyl | No No | | No No |] | | | |
| Ceiling Clean Yes Walls Clean Yes | HVAC Sup Grills Clear | n | Yes | | HVAC Return Grills Clean | Yes | |
| Flooring Clean No Room Surfaces No Clean | Inside of S Duct Clean Ceiling at S Grills Clea | Supply | Yes | | Inside of Return Duct Clean | Yes | |
| Trash Removed No | Exhaust Fans W | | N/A | | Unapproved Chemicals / | No | |
| Signs of Pests Yes Room Cluttered No | Drain Tra Food if Stored in R in Sealed Containe | loom is | N/A | | Air Fresheners in Room | No | |
| Mechanical Equipment Location Abo | ove Ceiling | | | | Mechanical Room Clean | N/A | |
| Filters Installed Properly n/a Condensate Pan Clean n/a | Filters Cooling Coil | | n/a n/a | I | nside of HVAC Unit Clean | n/a | |
| Fresh Air Intake Location Pollutant Sources Near Air Intake | of top | | | V | Fresh Air Intake Free of Obstruction | Yes | |
| Observations | | | | | | | |
| Remove construction paper from tac windows. N/A (Not applicable) n/a (not accessible) | k board surfaces. I | Bug tra | ps are located | by windo | ws, heavy ant activity or | utside | |
| | | | | | | | |
| Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO | | | | | | | |
| Remove construction paper from 207 needs summer clea | ▼ ▼ | | | reduce humidity level re to 72 - 78 degrees | ▼ | | |
| Generate a work order for pe | * | Set t | . emperatu | ie to 12 - 16 degrees | - ▼ | | |
| | | | | | | | |