

managing risk with responsibility

Aston A. Henry, Director
Risk Management Department

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February 12,	2014 Signature on File	For Custodial Supervisor Use Only
TO:	Cyntheria Hunt, Principal Broward Estates Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On January 27, 2014, I conducted an assessment at Broward Estates 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.

Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction cc: 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

RK/tc Enc.

IAQ Assessment							
Broward Estate	es Elementary Evaluation Date	e January 27, 2014	Time of Day	1:20			
Outdoor Conditions Tempe	erature 81.3 Relative	Humidity 57.7	Ambient CO2 48	88			
		Range CO ² % - 60% 541	Range # Oc MAX 700 > Ambient	2			
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected				
Ceiling 2' X 4' Lay in	No	Νο					
Walls Plaster	No	No					
Floor 12" x 12" Vinyl	No	No					
Ceiling Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes			
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	N/A			
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	N/a					
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No			
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners in Room	No			
Mechanical Equipment Location	n Floor Mounted in Room		Mechanical Room Clean	N/A			
Filters Installed Properly	/A Filters Clean	N/A	nside of HVAC Unit Clean	N/A			
Condensate Pan Clean N	/A Cooling Coil Clean	N/A					
Fresh Air Intake Location	Outside of Room	▼	Fresh Air Intake Free of Obstruction	Yes			
Pollutant Sources Near Air Intake	None	▼	orobstruction				
Observations							
No issues identified during assessment							

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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