

managing risk with responsibility

Aston A. Henry, Supervisor

Risk Management Department

September 21, 2012

Signature on File

Fax: 754 321-1900

Fax: 754 321-1917

TO: Teresa Lipkins, Principal

Chapel Trail 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 20, 2012, I conducted an assessment at **Chapel Trail 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: 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

Chapel Trail Elementary

Evaluation Date September 20, 2012

Time of Day

10:15

utdoor Conditions	Temperatur	e 82.5 Relat	ive Humidity	92.8	Ambient CO2 4	32
Fish Tempe 346 74	rature Range 4.6 72 - 78		Range 30% - 60% [CO ² 647	Range # Oo MAX 700 > Ambient	ccupant
Noticeable Odor	No	Visible water damage / staining?	Visible mic growth		Amount of material affected	
Ceiling 2' >		No	No] [
Walls Dryv Floor 12" x 12		No No	No] [
Ceiling Clean	Yes	HVAC Supply Grills Clean	Yes		HVAC Return Grills Clean	Yes
Walls Clean	Yes	Inside of Supply	Voc		Inside of Return	
Flooring Clean	Yes	Duct Clean	Yes		Duct Clean	Yes
Room Surfaces Clean	Yes	Ceiling at Suppl Grills Clean	Yes			
Trash Removed	Yes	Exhaust Fans Workin	g Yes		Unapproved Chemicals / Cleaners in Room	No
Signs of Pests	No	Drain Traps We	et N/A		Air Fresheners	No
Room Cluttered	No	Food if Stored in Room in Sealed Containers	is N/A		in Room	No
Mechanical Equipment Location Not Accessible					Mechanical Room Clean	N/A
Filters Installed Prope	rly N/A	Filters Clear	N/A	In	side of HVAC Unit Clean	N/A
Condensate Pan Cl	ean N/A	Cooling Coil Clear	n N/A			
Fresh Air Intake Location Not readily accessible ▼					Fresh Air Intake Free of Obstruction	N/A
Pollutant Sources Near Air Intake				▼	or Obstruction	
bservations						
e cabinetry. Mainte	nance is in the	nk over the weekend and process of removing an s will be picked up during	d replacing the o	abinetry. D	Debris under the range	nad
Corrective Actions to	be Complete	d by Site Based Staff	Correct	ive Actions	to be Completed by PF	
		▼				1
		▼				1
		▼				7
		▼				•
		▼				•