

RISK MANAGEMENT...

managing risk with responsibility

Jeffrey S. Moquin, Director
Risk Management Department

Telephone: 754-321-3200
Facsimile: 754-321-3290

June 19, 2007

Signature on File

TO: Mr. William Roach, Principal
Coconut Creek Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 141, 143 and **Portable 487C**

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

On May 25, 2007 I conducted an assessment of FISH 141, 143 and Portable 487C at **Coconut Creek Elementary School**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

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. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all 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 me at 754-321-3200.

cc: Dr. Joanne Harrison, Area Superintendent
Sharon Airaghi, Area Director
Jeffrey S. Moquin, Director, Risk Management
Denise Cone, Project Manager, Facilities and Construction Management
Ruby Fitzgerald, Broward Teachers Union
Roy Jarrett, National Federation of Public and Private Employees
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

ES/tc
Enc.

IAQ Assessment

Coconut Creek Elementary School

Location Number
 Evaluation Requested
 Evaluation Date

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="141"/>	<input type="text" value="72.5"/>	<input type="text" value="72 - 78"/>	<input type="text" value="55.3"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="1232"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="24"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>	
Ceiling Type	<input type="text" value="2 x 4 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Wall Type	<input type="text" value="Tackable"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Flooring	<input type="text" value="Vinyl"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Return Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Ceiling at Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

Observations

Findings:

- Dust build up on stove filter
- Excessive clutter in room

-Recommendations:

Site Based Maintenance:

- Remove and replace stove filter
- Encourage occupant to reduce clutter in room to assist with cleaning efforts
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Coconut Creek Elementary School

Location Number
 Evaluation Requested
 Evaluation Date

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="143"/>	<input type="text" value="68.6"/>	<input type="text" value="72 - 78"/>	<input type="text" value="54"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="710"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="7"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>	
Ceiling Type	<input type="text" value="2 x 4 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Wall Type	<input type="text" value="Tackable"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Flooring	<input type="text" value="Vinyl"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean and sanitize"/>
HVAC Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Return Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Ceiling at Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Surfaces in Room	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean as appropriate"/>

Observations

Findings:

- Dust build up on floor from recent art/science activity (white powder)
- Dust build up on surfaces throughout the room from recent art/science activity. Excessive clutter in room.
- 5 potted plants for science project
- Water is not run in sinks regularly
- Temperature was low at the time of the assessment

-Recommendations:

Site Based Maintenance:

- Clean and sanitize floor
- Clean surfaces throughout the room and encourage occupant to reduce clutter in room to assist with cleaning efforts
- Advise occupant to limit the presence of potted plants. Soil is a source of microbial growth.
- Run water in sinks at least once a week
- Adjust the thermostat to increase the temperature. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Coconut Creek Elementary School

Location Number
 Evaluation Requested
 Evaluation Date

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="P-487C"/>	<input type="text" value="72.5"/>	<input type="text" value="72 - 78"/>	<input type="text" value="56.4"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="780"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="2"/>
Noticeable Odor	<input type="text" value="No"/>		Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling Type	<input type="text" value="2 x 4 Lay In"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>
Wall Type	<input type="text" value="Tackable"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>
Flooring	<input type="text" value="Vinyl"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Repair/replace as necessary"/>
Flooring	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Supply Grills	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
HVAC Return Grills	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
Ceiling at Supply Grills	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="N/A"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

Observations

Findings:

- Elevated moisture in South wall (18% WME) and wall is bulging
- Dust and debris on HVAC supply and return grills (shaker units)
- No filters in A/C units

-Recommendations:

Site Based Maintenance:

- Clean HVAC supply and return grills (shaker units) with Wexcide disinfectant solution
- Install filters in A/C units
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Physical Plant Operations:

- Evaluate cause of elevated moisture in South wall and repair as appropriate. Repair/replace wall material as appropriate.