

managing risk with responsibility

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September 25, 2012

Signature on File

TO: Philip Bullock, Principal

Coral Cove 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			
-	-			
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On September 24, 2012, I conducted an assessment at **Coral Cove 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

Coral Cove	Elementary Eval	uation Date Septen	nber 24, 2012	Time of Day	1045
Outdoor Conditions Temper	ature 82.5	Relative Humidity	88.1	Ambient CO2	433
	Relative Hum 2 - 78 43.2	aidity Range 30% - 60%	CO ² 1365	Range # 0 MAX 700 > Ambient	23
Noticeable Odor No	Visible water da staining?	mage /	microbial owth?	Amount of material affected	
Ceiling 2' x 4'	No		No		
Walls Drywall	No		No		
Floor 12" x 12" Vinyl	No		No		
Ceiling Clean Yes Walls Clean Yes	HVAC Su Grills Cle			HVAC Return Grills Clean	Yes
Walls Clean Yes Flooring Clean Yes	Inside of Duct Clea			Inside of Return Duct Clean	Yes
Room Surfaces No Clean	Ceiling at Grills Cle	• • • • • • • • • • • • • • • • • • • •			
Trash Removed Yes	Exhaust Fans \			Unapproved Chemicals / Cleaners in Room	Yes
Signs of Pests No	Drain Tr	raps Wet N/A		Air Fresheners	
Room Cluttered No	Food if Stored in in Sealed Contair	I NI/A I		in Room	
Mechanical Equipment Location	FISH 204			Mechanical Room Clean	Yes
Filters Installed Properly Yes Filter		s Clean Yes	I	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Co	oil Clean Yes			
Fresh Air Intake Location		▼	Fresh Air Intake Free		
Pollutant Sources Near Air Intake	Student Drop Off Drive		▼	of Obstruction	
Observations					
There was a minor painted stair was called in and the leak was r					
Corrective Actions to be Comp	leted by Site Based Sta	aff Cor	rective Action	s to be Completed by P	РО
Thoroughly clean elevated surfaces		▼ F	Repair HVAC	to reduce CO2 levels	▼
		▼			▼
		V			▼
		▼			▼