

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Department	

August 6, 2014

TO:

FROM:

SUBJECT:

 Telephone:
 754 321-1900

 Fax:
 754 321-1917

Signature on File	For Custodial Supervisor Use Only		
Camille Pontillo, Principal Coral Park Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed		
Robert Krickovich, Coordinator I, LEA Risk Management Department			
Indoor Air Quality (IAQ) Assessment			

On August 5, 2014, I conducted an assessment at **Coral Park 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

RK/tc Enc.

	IAQ Assessr	nent		
Coral Park	Elementary Evaluation Date	e August 5, 2014	Time of Day	3:15
Outdoor Conditions Tempera	ature 79.8 Relative	Humidity 98.8	Ambient CO2 4	58
		Range CO % - 60% 671		2
Noticeable Odor Yes	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsDrywallFloor12" x 12" Vinyl	No Yes No	No No		
Ceiling Clean Yes Walls 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	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	Wall Mounted Unit (Friedrich)		Mechanical Room Clean	N/A
Filters Installed Properly Yes	5 Filters Clean	Yes	Inside of HVAC Unit Clean	N/A
Condensate Pan Clean N/A	Cooling Coil Clean	N/A		
Fresh Air Intake Location	Outside of Unit	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	None	▼	of obstruction	
Observations				
Musty odor in office - A/C unit le replaced from under A/C unit	eaking condensate into wall spa	ce - 35 sq foot of dry	wall needs to be removed	and

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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Evaluate and repair HVAC system as needed	▼
Repair HVAC to reduce humidity level	▼
Remove and replace water damaged wall material	▼
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See observations for additional information	▼
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