

Aston A. Henry, Director
Risk Management Department

Telephone: 754 321-1900
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September 8, 2014

Signature on File

TO: Camille Pontillo, Principal
Coral Park Elementary School

FROM: Dan Meyer, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

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

On September 2, 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

DM/tc
Enc.

IAQ Assessment

Coral Park Elementary

Evaluation Date September 3, 2014

Time of Day 7:00 AM

Outdoor Conditions Temperature 76.9

Relative Humidity 53.8

Ambient CO2 438

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
710	73.2	72 - 78	58.3	30% - 60%	452	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		No		
Walls	Drywall		Yes		No		2 sq ft.
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	Yes	HVAC Supply Grills Clean		Yes	HVAC Return Grills Clean		Yes
Walls Clean	Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean		Yes			
Room Surfaces Clean	Yes						
Trash Removed	Yes	Exhaust Fans Working		No	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests	No	Drain Traps Wet		Yes	Air Fresheners in Room		No
Room Cluttered	No	Food if Stored in Room is in Sealed Containers		Yes			
Mechanical Equipment Location	FISH #708					Mechanical Room Clean	Yes
Filters Installed Properly	Yes	Filters Clean		Yes	Inside of HVAC Unit Clean		Yes
Condensate Pan Clean	Yes	Cooling Coil Clean		Yes			
Fresh Air Intake Location	Over top of exterior mechanical room door ▼					Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	No ▼						

Observations

Exhaust fan in bathroom not working. Blistering of the drywall under the North window but dry on moisture meter. Jumper duct to electrical room blocked off with paper. Exhaust fan not working in the electrical room Fish #709. Green paper on bulletin board was wet and should be removed to dry the board.

Corrective Actions to be Completed by Site Based Staff

Remove green paper from bulletin board	▼
Remove paper from ductwork	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair cause of water damage	▼
Remove and replace wall material as necessary	▼
Repair / Replace exhaust fan in bathroom	▼
Repair / Replace exhaust fan in FISH #709	▼
	▼
See observations for additional information	▼
	▼
	▼