

managing risk with responsibility

Risk Management Department		Fax:	754 321-1900 754 321-1917	
January 26, 2015 Signature on File		For Custodial S	For Custodial Supervisor Use Only	
ТО:	Camille Pontillo, Principal Coral Park Elementary		ues Addressed ues Not Addressed	
FROM:	Daniel Meyer, Project Manager Risk Management Department			
SUBJECT:	Indoor Air Quality (IAQ) Assessment			

On January 14, 2015, I conducted an assessment at Coral Park Elementary. 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 754-321-1900.

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/jj Enc.

Classroom had microbial growth after Winter break. School staff cleaned all surfaces with Wexcide. Found small amount of growth on the wooden desk drawer. Supply air grill had dust build up and needs to be removed and cleaned. Checked surrounding offices and found no other signs of microbial growth. All Offices in this area had elevated humidity.

Corrective Actions to be Completed by Site Based Staff

Corrective Actions to be completed by Cite Business	Ju Olu
Thoroughly Clean wooden desk	▼
Clean Supply Grill	▼
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Corrective Actions to be Completed by PPO

Corrective Actions to be completed by 11 C		
Repair HVAC to Reduce Humidity Levels		
Evaluate fresh air dampers in the mechanical room		
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