

Aston A. Henry, Supervisor Risk Management Department

managing risk with responsibility

Telephone:754 321-1900Fax:754 321-1917

April 10, 2012	Signature on File	For Custodial Supervisor Use Only
TO:	Ms. Kellee Stroup, Principal Country Hills Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Facilities and Construction Management	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On March 29, 2012, I conducted an assessment at **Country Hills 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: Area Superintendent

Area Directors Shelley Meloni, Executive Director, Facilities and Construction Management Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance Sonja Coley, Project Manager III, Facilities and Construction Management Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division Aston Henry, Supervisor, Risk Management Broward Teachers Union Federation of Public Employees

RK/tc Enc.

	IAQ Assessi	ment		
Country Hills	Elementary Evaluation Dat	March 29, 2012	Time of Day 1	2:00
Outdoor Conditions Tempera	ature 79.8 Relative	e Humidity 50.0	Ambient CO2 4	58
		Range CO % - 60% 143		ccupants 1
Noticeable Odor Yes	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in Walls Drywall	No No	No		
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	No
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	Yes	Unapproved Chemicals / Cleaners in Room	Yes
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes	Air Fresheners in Room	Yes
Mechanical Equipment Location	Above Ceiling		Mechanical Room Clean	N/A
Filters Installed Properly Yes	5 Filters Clean	No	Inside of HVAC Unit Clean	N/A
Condensate Pan Clean N/A	Cooling Coil Clean	N/A		
Fresh Air Intake Location Pollutant Sources Near Air	Outside back of room Oak trees	▼	Fresh Air Intake Free of Obstruction	Yes
Intake Observations				
Very strong heavy perfumed odd grill needs cleaning - 3 bottles o				C return

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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VAC to reduce CO2 levels	
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	IAQ Assessn	nent		
Country Hills	Elementary Evaluation Date	e March 29, 2012	Time of Day 1	2:00
Outdoor Conditions Tempera	ature 79.8 Relative	Humidity 50.0	Ambient CO2 4	58
		Range <u>CO</u> % - 60% 846		21
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsDrywallFloor12" x 12" Vinyl	No No No No	No No No		
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesYesCleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Trash RemovedNoSigns of PestsYesRoom ClutteredYes	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly N/A Condensate Pan Clean N/A		N/A N/A	Mechanical Room Clean Inside of HVAC Unit Clean	N/A N/A
Fresh Air Intake Location Pollutant Sources Near Air Intake	Outside of room Palm Trees	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				
Minor dust on elevated surfaces Ants on walls and ceiling by bot almost immediately.				

Corrective Actions to be Completed by Site Based Staff

Thoroughly clean elevated surfaces	▼
Clean ceilings around HVAC supply grills	▼
Clean window sills	▼
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Corrective Actions to be Completed by PPO

Check HVAC for proper operation	▼
Generate work order for pest control - Ants	▼
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