

managing risk with responsibility

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| August 9, 2012 | Signature on File   | For Custodial Supervisor Use Only                         |
|----------------|---|---|
| TO:            | Kellee Stroup, Principal<br>Country Hills Elementary School                 | Custodial Issues Addressed Custodial Issues Not Addressed |
| FROM:          | Robert Krickovich, Coordinator I, LEA<br>Facilities Design and Construction |   |
| SUBJECT:       | Indoor Air Quality (IAQ) Assessment   |   |

On August 1, 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: 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

RK/tc Enc.

|   | IAQ Assessi  | ment  |   |               |
|---|--|---|---|---------------|
| Country Hills   | Elementary Evaluation Dat  | e August 1, 2012                                  | Time of Day   | 1:00          |
| Outdoor Conditions Tempera  | ature 92.6 Relative  | Humidity 51.4                                     | Ambient CO2 4   | 33            |
|   |  | Range         CO <sup>2</sup> % - 60%         429 |   | ccupants<br>1 |
| Noticeable OdorNoCeiling2' X 4' Lay inWallsDrywallFloor12" x 12" Vinyl                      | Visible water damage /<br>staining?<br>Yes<br>No<br>No   | Visible microbial<br>growth?<br>No<br>No<br>No    | Amount of<br>material affected<br>1 tile over speake                    | r             |
| Ceiling Clean Yes<br>Walls Clean Yes<br>Flooring Clean Yes<br>Room Surfaces Yes<br>Clean    | HVAC Supply<br>Grills Clean<br>Inside of Supply<br>Duct Clean<br>Ceiling at Supply<br>Grills Clean | Yes<br>Yes<br>Yes                                 | HVAC Return<br>Grills Clean<br>Inside of Return<br>Duct Clean           | Yes           |
| Trash RemovedNoSigns of PestsNoRoom ClutteredNo   | Exhaust Fans Working<br>Drain Traps Wet<br>Food if Stored in Room is<br>in Sealed Containers       | Yes<br>Yes<br>N/A                                 | Unapproved Chemicals /<br>Cleaners in Room<br>Air Fresheners<br>in Room | No<br>No      |
| Mechanical Equipment Location<br>Filters Installed Properly Yes<br>Condensate Pan Clean N/A | -  | Yes<br>N/A  | Mechanical Room Clean<br>Inside of HVAC Unit Clean                      | N/A<br>No     |
| Fresh Air Intake Location<br>Pollutant Sources Near Air<br>Intake                           | Outside of Unit<br>None  | <ul><li>▼</li></ul>                               | Fresh Air Intake Free of Obstruction                                    | Yes           |
| Observations  |  |   |   |               |

One stained ceiling tile over speaker at teacher desk - no staining or visible microbial growth above ceiling tile - minor dust on elevated surfaces behind teacher desk - Trash can in room and in restroom have debris in them - Paint blistered on exterior of building over caulk joint between building panels both ends of building - Minor dust build up inside of return grill on HVAC unit.

Corrective Actions to be Completed by Site Based Staff

| Ensure trash cans are emptied daily              | ▼ |
|--|---|
| Clean dust from elevated surface by teacher desk | ▼ |
| Remove and replace stained ceiling tiles and if  | ▼ |
| stains return, contact COMPASS for work order    | ▼ |
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## **Corrective Actions to be Completed by PPO**

| Repair paint over caulk joints both ends of building |   |  |
|--|---|--|
| Clean dust from inside of Bard unit                  | ▼ |  |
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