

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Departme	nt

 Telephone:
 754 321-1900

 Fax:
 754 321-1917

July 11, 2013	Signature on File	For Custodial Supervisor Use Only
TO:	Jamie Maradiaga, Principal <b>Croissant Park Elementary School</b>	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On July 1, 2013, I conducted an assessment at **Croissant 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, Task Assigned Chief Facilities & Construction Officer, 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

RR/tc Enc.

IAQ Assessment	
Croissant Park Elementary Evaluation Date July 1, 2013	Time of Day 10:30
Outdoor Conditions Temperature 86.7 Relative Humidity 84.8	Ambient CO2 422
FishTemperatureRangeRelative HumidityRangeCC85173.972 - 7851.730% - 60%455	
Noticeable Odor     No     Visible water damage / staining?     Visible microbial growth?       Ceiling     2' x 4'     No	Amount of material affected
Ceiling         2' x 4'         No         No           Walls         Drywall         Yes         No           Floor         12" x 12" Vinyl         No         No	< 2 sq ft
Ceiling Clean Yes HVAC Supply Grills Clean Yes	HVAC Return Grills Clean Yes
Flooring CleanYesInside of Supply Duct CleanYes	Inside of Return Duct Clean Yes
Room SurfacesYesCeiling at Supply Grills CleanYes	
Trash Removed Yes Exhaust Fans Working N/A	Unapproved Chemicals / No
Signs of Pests     No     Drain Traps Wet     N/A       Room Cluttered     No     Food if Stored in Room is in Sealed Containers     N/A	Air Fresheners No in Room
Mechanical Equipment Location Bard like HVAC system in classroom	Mechanical Room Clean N/A
Filters Installed Properly n/a Filters Clean n/a	Inside of HVAC Unit Clean n/a
Condensate Pan Clean n/a Cooling Coil Clean n/a	
Fresh Air Intake Location Behind Bard unit/Exterior wall ▼	Fresh Air Intake Free Yes
Pollutant Sources Near Air IntakeGrass and landscape	
Observations	

Though the return air grill was free of dust, it may be a good idea to scrape and paint the grill, the grill is covered in rust due to condensation. Once the grill has been removed vacuum the interior, bug droppings are visible. The humidistat to 50%. The water damage is located on the West window sill, the source of the leak may be an exterior sprinkler. N/A not applicable

n/a not accessible

Corrective Actions to be Completed by Site Based Staff

Remove HVAC return grill and paint	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

## Corrective Actions to be Completed by PPO

Evaluate and repair cause of water damage	▼
around windows	▼
Remove and replace material as necessary	▼
	▼
	▼
	▼
	▼
	▼