

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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March 14, 2008

Signature on File

TO: Ms. Elise Portman, Principal
Cypress Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 117

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

On March 7, 2008 I conducted an assessment of FISH 117 at **Cypress Elementary School**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

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. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all 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 me at 754-321-3200.

cc: Dr. Joanne Harrison, Area Superintendent
Jackie Haywood, Area Director
Jeffrey S. Moquin, Director, Risk Management
Sam Bays, Project Manager, Facilities and Construction Management
Lynn Cavall, Broward Teachers Union
Roy Jarrett, National Federation of Public and Private Employees
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

ES/tc
Enc.

IAQ Assessment

Cypress Elementary School

Location Number 1781
 Evaluation Requested March 6, 2008
 Evaluation Date March 7, 2008

Time of Day 2:30 pm

Outdoor Conditions Temperature 75.7 Relative Humidity 87.9 Ambient CO2 501

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
117	67.1	72 - 78	87.4	30% - 60%	841	Max 700 > Ambient	3
Noticeable Odor	Yes		Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling Type	2 x 4 Lay In		Yes	No	Various		
Wall Type	Tackable		Yes	No	Various		
Flooring	12 x 12 Vinyl		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Work order generated by site
Walls	No	Yes	Yes	Work order generated by site
Flooring	Yes	No	No	
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant solution
HVAC Return Grills	No	Yes	Yes	Clean with Wexcide disinfectant solution
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings:

- Temperature was low and humidity level was elevated at the time of the assessment
- Musty odor in room
- Dust and debris on HVAC supply and return grills
- Work order generated by site for ceiling A/C system leak

Recommendations:

Site Based Maintenance:

- Clean HVAC supply and return grills with Wexcide disinfectant solution
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Physical Plant Operations:

- Evaluate HVAC for proper operation and repair as appropriate to increase temperature and lower humidity level

NOTE - Work order EQ01145 generated to address temperature and humidity