

Aston A. Henry, Director  
Risk Management Department

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

January 12, 2015

Signature on File

TO: Robert Schneider, Principal  
**Davie Elementary School**

FROM: Richard Rosa, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On January 6, 2015, I conducted a follow-up assessment at **Davie 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, 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

RR/tc  
Enc.

# IAQ Assessment

Davie Elementary

Evaluation Date January 6, 2015

Time of Day 10:30

Outdoor Conditions    Temperature 81.0    Relative Humidity 70.3    Ambient CO2 436

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
202	67.5	72 - 78	61.0	30% - 60%	693	MAX 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		No		No			
2' X 4' Lay in		Concrete/tack board		12" x 12" Vinyl			
No		No		No			
Ceiling Clean	Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes		
Walls Clean	Yes	Inside of Supply Duct Clean	No	Inside of Return Duct Clean	No		
Flooring Clean	No	Ceiling at Supply Grills Clean	Yes				
Room Surfaces Clean	Yes						
Trash Removed	Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No		
Signs of Pests	No	Drain Traps Wet	N/A	Air Fresheners in Room	No		
Room Cluttered	No	Food if Stored in Room is in Sealed Containers	N/A				
Mechanical Equipment Location	FISH 211 AHU #2				Mechanical Room Clean	Yes	
Filters Installed Properly	Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes		
Condensate Pan Clean	Yes	Cooling Coil Clean	No				
Fresh Air Intake Location	Roof top ▼				Fresh Air Intake Free of Obstruction	Yes	
Pollutant Sources Near Air Intake	No ▼						

**Observations**

Remove refrigerator if not in use. HFSP will contact Energy Management to raise temperature to 72 degrees. School will monitor temperature and will contact me if conditions do not improve.

**Corrective Actions to be Completed by Site Based Staff**

Remove construction paper from tack board	▼
Call in work order to replace floor tile under fridge	▼
Clean behind refrigerator and stove	▼
	▼
	▼
	▼
	▼
	▼
	▼

**Corrective Actions to be Completed by PPO**

Clean the supply drops	▼
Clean return drop	▼
Clean the HVAC coil	▼
	▼
Work order EQ08382 generated 1-8-15	▼
	▼
	▼
	▼

# IAQ Assessment

Davie Elementary

Evaluation Date January 6, 2015

Time of Day 11:00

Outdoor Conditions    Temperature 81.0    Relative Humidity 70.3    Ambient CO2 436

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
204	69.3	72 - 78	59.0	30% - 60%	648	MAX 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Ceiling		Ceiling			
Walls		Walls		Walls			
Floor		Floor		Floor			
Ceiling Clean	<input checked="" type="checkbox"/>	HVAC Supply Grills Clean	<input checked="" type="checkbox"/>	HVAC Return Grills Clean	<input checked="" type="checkbox"/>		
Walls Clean	<input checked="" type="checkbox"/>	Inside of Supply Duct Clean	<input type="checkbox"/>	Inside of Return Duct Clean	<input type="checkbox"/>		
Flooring Clean	<input type="checkbox"/>	Ceiling at Supply Grills Clean	<input checked="" type="checkbox"/>				
Room Surfaces Clean	<input type="checkbox"/>						
Trash Removed	<input checked="" type="checkbox"/>	Exhaust Fans Working	<input checked="" type="checkbox"/>	Unapproved Chemicals / Cleaners in Room	<input type="checkbox"/>		
Signs of Pests	<input type="checkbox"/>	Drain Traps Wet	<input type="checkbox"/>	Air Fresheners in Room	<input type="checkbox"/>		
Room Cluttered	<input checked="" type="checkbox"/>	Food if Stored in Room is in Sealed Containers	<input type="checkbox"/>				
Mechanical Equipment Location	<span style="border: 1px solid black; padding: 2px;">FISH 211 AHU #2</span>				Mechanical Room Clean	<input checked="" type="checkbox"/>	
Filters Installed Properly	<input checked="" type="checkbox"/>	Filters Clean	<input checked="" type="checkbox"/>	Inside of HVAC Unit Clean	<input checked="" type="checkbox"/>		
Condensate Pan Clean	<input checked="" type="checkbox"/>	Cooling Coil Clean	<input type="checkbox"/>				
Fresh Air Intake Location	<span style="border: 1px solid black; padding: 2px;">Roof top</span> ▼				Fresh Air Intake Free of Obstruction	<input checked="" type="checkbox"/>	
Pollutant Sources Near Air Intake	<span style="border: 1px solid black; padding: 2px;">No</span> ▼						

**Observations**

Remove refrigerator from classroom. HFSP will contact Energy Management to raise temperature to 72 degrees. School will monitor temperature and will contact me if conditions do not improve.

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**Corrective Actions to be Completed by Site Based Staff**

Coordinate a schedule between HFSP and classroom Instructor to clean properly due to clutter	▼
Call in work order to replace floor tile under fridge	▼
Clean behind refrigerator and stove	▼
	▼
	▼
	▼
	▼

**Corrective Actions to be Completed by PPO**

Clean the supply drops	▼
Clean return drop	▼
Clean the HVAC coil	▼
	▼
Work order EQ08382 generated 1-8-15	▼
	▼
	▼
	▼

