

# managing risk with responsibility

Aston A. Henry, Director
Risk Management Department

 Telephone:
 754 321-1900

 Fax:
 754 321-1917

754 321-1917

December 12, 2	013 Signature on File	For Custodial Supervisor Use Only
TO:	Dr. Victoria Thurston, Principal Deerfield Beach Elementary School	Custodial Issues Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department	Custodial Issues Not Addressed
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On December 9, 2013, I conducted an assessment at **Deerfield Beach 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

RK/tc Enc.

	IAQ Assess	ment		
Deerfield Beach	Elementary Evaluation Date	December 9, 2013	Time of Day 12	2:30
Outdoor Conditions Tempera	ature 85.1 Relative	e Humidity 53.8	Ambient CO2 4	94
		Range         CO <sup>2</sup> % - 60%         616		2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsTack BoardFloor12" x 12" Vinyl	No No	No No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location	Above Ceiling Filters Clean	N/A	Mechanical Room Clean	N/A
Condensate Pan Clean N/A		N/A		
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top None	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				

Corrective Actions to be Completed by Site Based Staff

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	IAQ Assess	ment		
Deerfield Beach	Elementary Evaluation Da	te December 9, 2013	Time of Day 12:	30
Outdoor Conditions Tempera	ture 85.1 Relative	e Humidity 53.8	Ambient CO2 494	L I
	nge Relative Humidity - 78 52.4 30	Range         CO <sup>2</sup> % - 60%         645	Range # Occ MAX 700 > Ambient	upants 3
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling     2' X 4' Lay in       Walls     Tack Board       Floor     12" x 12" Vinyl	No No	No No No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean Inside of Supply	Yes	HVAC Return Grills Clean	No
Flooring Clean Yes Room Surfaces Yes Clean	Duct Clean Ceiling at Supply Grills Clean	Yes	Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes	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	N/A N/A
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top None	<ul><li>▼</li></ul>	Fresh Air Intake Free of Obstruction	Yes
Observations				

Corrective Actions to be Completed by Site Based Staff

Clean HVAC return grills with Wexcide	▼
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	IAQ Assessn	nent		
Deerfield Beach	Elementary Evaluation Date	e December 9, 2013	Time of Day	2:30
Outdoor Conditions Tempera	ature 85.1 Relative	Humidity 53.8	Ambient CO2 4	94
		Range         CO           % - 60%         636		ccupants 2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsTack BoardFloor12" x 12" Vinyl	Yes No No	Yes No No	2 tiles - 2Sq" each	
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom Surfaces CleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes 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	Roof top None	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations HVAC drain backed up and over repaired drain but did not replac causing staining and 2 spots ab	ce stained ceiling tiles - Addition	nally chilled water pip	• •	

Corrective Actions to be Completed by Site Based Staff

Remove and replace stained ceiling tiles	▼
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Evaluate and repair cause of stained ceiling tiles	▼
appears to be from leaking chilled water pipe	▼
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	IAQ Assessn	nent		
Deerfield Beach	Elementary Evaluation Date	December 9, 2013	Time of Day	2:30
Outdoor Conditions Temper	rature 85.1 Relative	Humidity 53.8	Ambient CO2 4	94
		Range         CO <sup>2</sup> % - 60%         556	Range # O MAX 700 > [ Ambient	ccupants 4
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsTack BoardFloor12" x 12" Vinyl	Yes No	No No No	2 stained - 1 missir	
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom Surfaces CleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly N/ Condensate Pan Clean N/	A Filters Clean	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	Roof top None	▼	Fresh Air Intake Free of Obstruction	Yes
Observations				
	rflowed into room - condensate : ce stained ceiling tiles (one arou as been removed for cleaning			

Corrective Actions to be Completed by Site Based Staff

Remove and replace stained ceiling tiles	▼
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Replace missing ceiling tiles	▼
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