

managing risk with responsibility

| Aston A. Henry Risk Managem | y, Director ent Department | | Гelephone: Fax: | 754 321-1900 754 321-1917 | |
|--------------------------------|---|-----|--------------------|------------------------------------|--|
| April 17, 2015 | Signature on File | For | r Custodial S | upervisor Use Only | |
| TO: | Victoria Thurston, Principal Deerfield Beach Elementary | | | ues Addressed ues Not Addressed | |
| FROM: | Daniel Meyer, Project Manager Risk Management Department | _ | | | |
| SUBJECT: | Indoor Air Quality (IAQ) Assessment | | | | |

On April 16, 2015, 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 754-321-1900.

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

DM/jj Enc.

| | IAQ Assessi | ment | | |
|---|--|---------------------------|---|---------------|
| Deerfield Beach | Elementary Evaluation Dat | e April 16, 2015 | Time of Day 10: | 45 AM |
| Outdoor Conditions Temper | ature 84.1 Relative | Humidity 70.1 | Ambient CO2 4 | 20 |
| | | Range CC % - 60% 588 | | ccupants 3 |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | |
| Ceiling2' X 4' Lay inWallsFolding PartitionFloor12" x 12" Vinyl | Yes No No | No No | 4 tiles | |
| Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom Surfaces CleanNo | HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean | No 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 | Above Ceiling | | Mechanical Room Clean | N/A |
| Filters Installed Properly Yes Condensate Pan Clean Yes | | No Yes | Inside of HVAC Unit Clean | Yes |
| Fresh Air Intake Location Pollutant Sources Near Air Intake | Ducted to roof-top No | ▼ | Fresh Air Intake Free of Obstruction | Yes |
| Observations | | | | |
| Windows were open in Classroo replace. Supply grills need to be and cleaned properly. Dust elev | e wiped with wexcide. Contents | | | |

Corrective Actions to be Completed by Site Based Staff

| Clean dust build up in storage cabinets | ▼ |
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| Thoroughly clean elevated surfaces | ▼ |
| Remove and replace A/C filters | ▼ |
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Corrective Actions to be Completed by PPO

| Ceiling tile cuts needed | ▼ |
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| Outdoor Conditions Tempera | ature 84.1 Relative | Humidity 70.1 | Ambient CO2 4 | 20 |
| | | Range CO ² % - 60% 849 | Range # Oo MAX 700 > Ambient | ccupants 13 |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | |
| Ceiling 2' X 4' Lay in Walls Folding Partition | Yes | No | 1 tile | |
| Floor 12" x 12" Vinyl | | No | | |
| Ceiling Clean Yes Walls Clean Yes | HVAC Supply Grills Clean | No | HVAC Return Grills Clean | Yes |
| Flooring Clean Yes | Inside of Supply Duct Clean | Yes | Inside of Return Duct Clean | Yes |
| Room Surfaces No Clean | Ceiling at Supply Grills Clean | Yes | | |
| Trash Removed Yes | Exhaust Fans Working | Yes | Unapproved Chemicals / Cleaners in Room | No |
| Signs of Pests No | Drain Traps Wet | Yes | Air Fresheners | No |
| Room Cluttered No | Food if Stored in Room is in Sealed Containers | N/A | in Room | |
| Mechanical Equipment Location | Above Ceiling | | Mechanical Room Clean | N/A |
| Filters Installed Properly Yes | 5 Filters Clean | No | Inside of HVAC Unit Clean | Yes |
| Condensate Pan Clean Yes | Cooling Coil Clean | Yes | | |
| Fresh Air Intake Location | Ducted to roof-top | ▼ | Fresh Air Intake Free of Obstruction | Yes |
| Pollutant Sources Near Air Intake | Νο | ▼ | of obstruction | |
| Observations | | | | |
| Open ceiling - tiles got wet from to be wiped with wexcide. Conte elevated surfaces. | | | | |

Corrective Actions to be Completed by Site Based Staff

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|---|---|
| Clean dust build up in storage cabinets | ▼ |
| Thoroughly clean elevated surfaces | ▼ |
| Remove and replace A/C filters | ▼ |
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Corrective Actions to be Completed by PPO

| Ceiling tile cuts needed | ▼ |
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