

managing risk with responsibility

Aston A. Henry, Supervisor Telephone: 754 321-1900 Risk Management Department Fax: 754 321-1917

October 22, 2012

Signature on File

TO: Angeline Flowers, Principal

Charles Drew Elementary School

FROM: Robert Krickovich, Coordinator I, LEA

Facilities Design and Construction

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only
Custodial Issues Addressed
Custodial Issues Not Addressed
·

On October 18, 2012, I conducted an assessment at **Charles Drew 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: Directors, School Performance & Accountability
Shelley Meloni, Executive Director, Facilities Design and Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Sonja Coley, Senior Project Manager, Facilities Design and Construction
Broward Teachers Union
Federation of Public Employees

RK/tc Enc.

IAQ Assessment

Charles Drew Elen	nentary Evaluation Da	te October 18, 2012	Time of Day 1:00
Outdoor Conditions Temperature	88.3 Relative	e Humidity 55.0	Ambient CO2 459
Fish Temperature Range 139 72.8 72 - 78	Relative Humidity 47.7 30	Range CO ² % - 60%	
Noticeable Odor Yes	Visible water damage / staining?	Visible microbial growth?	Amount of material affected
Ceiling 2' X 4' Lay in Walls Drywall/Tackboard Floor 12" x 12" Vinyl	No No	No No No	
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean Inside of Supply	No	HVAC Return Grills Clean Inside of Return
Room Surfaces Yes Clean	Duct Clean Ceiling at Supply Grills Clean	No	Duct Clean N/A
Trash Removed Yes Signs of Pests No Room Cluttered No	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room
Mechanical Equipment Location Ab Filters Installed Properly Yes Condensate Pan Clean N/A	ove Ceiling Filters Clean Cooling Coil Clean	No N/A	Mechanical Room Clean N/A Inside of HVAC Unit Clean N/A
Pollutant Sources Near Air	tside of Room k Tree / Palm Tree	▼ ▼	Fresh Air Intake Free of Obstruction Yes
Observations Slight musty odor - HVAC filters dirty black on back, sand and debris on fl replaced by PPO 4 tiles - CO2 slight	ooring under rug - HVAC s		
Corrective Actions to be Completed	by Site Based Staff	Corrective Action	ns to be Completed by PPO

Thoroughly clean tops of all cabinets	▼
Thoroughly clean stained carpet	▼
Clean HVAC supply grills with Wexcide	▼
Remove and replace A/C filters	▼
	▼
	▼
	▼
	▼

Replace stained ceiling tiles at supply grills (4)	▼
Repair HVAC to reduce CO2 levels	▼
	▼
	▼
	▼
	▼
	▼
	▼

IAQ Assessment

Charles Drew Elementa	ry Evaluation Date C	ctober 18, 2012 Time of I	Day 1:00
Outdoor Conditions Temperature	88.3 Relative Humi	dity 55.0 Ambien	t CO2 459
Fish Temperature Range 215 72.5 72 - 78	Relative Humidity Range 51.9 30% - 609	110E MAY	700 > 20
Ceiling 2' X 4' Lay in	staining?	growth? materi	ount of al affected
Walls Drywall Floor 12" x 12" Vinyl	No No	No No	
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes Room Surfaces Yes Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Grills Inside Duct C	of Return
Signs of Pests No Foo	Drain Traps Wet Od if Stored in Room is Sealed Containers	Cleaners in R S Air Fresher	Room No
Mechanical Equipment Location Above C Filters Installed Properly Yes Condensate Pan Clean N/A	Filters Clean Cooling Coil Clean No	_	
Fresh Air Intake Location Pollutant Sources Near Air Intake Trees	of Room	▼ Fresh Air I of Obstruc	ntake Free Yes
Observations Classroom in cafeteria building (smell of need to be replaced - Ceilings at supply g	,		
Corrective Actions to be Completed by S Clean wall where refrigerator was re	emoved ▼ Rep	Corrective Actions to be Comp place stained ceiling tiles at su Repair HVAC to reduce CO	pply grills (4) ▼ 2 levels ▼
	▼		▼

IAQ Assessment

Charles Drew Elementary	Evaluation Da	te October 18, 2012	Time of Day1	:00
Outdoor Conditions Temperature 88	Relative	e Humidity 55.0	Ambient CO2 4	59
Fish Temperature Range Reference 511 71.2 72 - 78		Range CO ² % - 60%		ccupants 1
Noticeable oddi	le water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	No	No No		
Walls Drywall	No	No No		
Floor 12" x 12" Vinyl	No	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	N/A
Room Surfaces No Clean	Ceiling at Supply Grills Clean	No		
	aust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No
itto iii olalloroa	Drain Traps Wet if Stored in Room is led Containers	Yes N/A	Air Fresheners in Room	No
Mechanical Equipment Location Above Ceil			Mechanical Room Clean	N/A
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	N/A
Condensate Pan Clean N/A	Cooling Coil Clean	N/A		
Fresh Air Intake Location Outside of	Room	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake		▼	or obstruction	
Observations				
Humidity in room elevated - both marker boo pulled loose from wall - Dust on shelves and	l books in shelves			
need to be replaced by PPO 4 tiles - CO2 sli	ghtly elevated.			
Corrective Actions to be Completed by Site	Based Staff	Corrective Actio	ns to be Completed by PF	PO
Thoroughly clean shelving	▼		iling tiles at supply grills (4) ▼
		Repair HVAC to	reduce humidity level	▼

· · · · · · · · · · · · · · · · · · ·	
	▼
	▼
	▼
	•
	▼

corrective reticine to be completed by 1.1.5	
Replace stained ceiling tiles at supply grills (4)	▼
Repair HVAC to reduce humidity level	▼
Repair HVAC to reduce CO2 levels	▼
	▼
	▼
	▼
	▼
	▼