

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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December 21, 2007

Signature on File

TO: Ms. Marelise Le Clerc, Principal
Eagle Point Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 331

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

On October 8, 2007 I conducted an assessment of FISH 331 at **Eagle Point 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. Verda Farrow, Area Superintendent
Jan Beal, Area Director
Jeffrey S. Moquin, Director, Risk Management
Gerry Usallan, Project Manager, Facilities and Construction Management
Ralph Eckhardt, 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

Location Number 3461
 Evaluation Requested October 5, 2007
 Evaluation Date October 8, 2007

Eagle Point Elementary School

Time of Day 1:35 pm

Outdoor Conditions Temperature 92.4 Relative Humidity 51.1 Ambient CO2 467

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
331	74	72 - 78	46.9	30% - 60%	1051	Max 700 > Ambient	27
Noticeable Odor	No		Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling Type	2 x 4 Lay In		Yes	Yes	Various - See below		
Wall Type	Tackable		No	No	None		
Flooring	12 x 12 Vinyl		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Repair/replace as appropriate
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings:

- 4 potted plants with soil
- Multiple bowed ceiling tiles
- Stained ceiling tiles and light grids
- Dust and debris on HVAC supply grills
- Dust and debris on environmental surfaces

Recommendations:

Site Based Maintenance:

- Remove plants
- Clean HVAC supply grills with Wexcide disinfectant solution
- Remove and replace stained ceiling tiles as necessary and wipe down light grids
- Clean environmental surfaces throughout the room
- 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 cause of stained ceiling tiles and repair as appropriate. Remove and replace stained ceiling tiles as necessary.