

Aston A. Henry, Director
Risk Management Department

Telephone: 754 321-1900
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March 10, 2015 **Signature on File**

TO: Marina Rashid, Principal
Eagle Ridge Elementary

FROM: Daniel Meyer, 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 |
| _____ | |
| _____ | |

On March 9, 2015, I conducted an assessment at **Eagle Ridge 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

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Enc.

IAQ Assessment

Eagle Ridge Elementary

Evaluation Date March 9, 2015

Time of Day 2:30 PM

Outdoor Conditions Temperature 85.6 Relative Humidity 55.2 Ambient CO2 416

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|----------------------------|-------------|--|-------------------|---|-----------------|-----------------------------|-------------|
| Fish | Temperature | Range | Relative Humidity | Range | CO ² | Range | # Occupants |
| 408 | 73.8 | 72 - 78 | 71.2 | 30% - 60% | 692 | MAX 700 > Ambient | 2 |
| Noticeable Odor | | Visible water damage / staining? | | Visible microbial growth? | | Amount of material affected | |
| Ceiling | | Walls | | Floor | | | |
| No | | No | | No | | | |
| 2' X 4' Lay in | | No | | No | | | |
| Drywall/Tackboard | | No | | No | | | |
| Carpet | | No | | No | | | |
| Ceiling Clean | | HVAC Supply Grills Clean | | HVAC Return Grills Clean | | | |
| Yes | | No | | No | | | |
| Walls Clean | | Inside of Supply Duct Clean | | Inside of Return Duct Clean | | | |
| Yes | | Yes | | Yes | | | |
| Flooring Clean | | Ceiling at Supply Grills Clean | | | | | |
| Yes | | No | | | | | |
| Room Surfaces Clean | | Exhaust Fans Working | | Unapproved Chemicals / Cleaners in Room | | | |
| Yes | | N/A | | Yes | | | |
| Trash Removed | | Drain Traps Wet | | Air Fresheners in Room | | | |
| Yes | | N/A | | No | | | |
| Signs of Pests | | Food if Stored in Room is in Sealed Containers | | | | | |
| No | | N/A | | | | | |
| Room Cluttered | | Mechanical Equipment Location | | Mechanical Room Clean | | | |
| No | | FISH #407 | | Yes | | | |
| Filters Installed Properly | | Filters Clean | | Inside of HVAC Unit Clean | | | |
| Yes | | Yes | | Yes | | | |
| Condensate Pan Clean | | Cooling Coil Clean | | | | | |
| No | | Yes | | | | | |
| Fresh Air Intake Location | | Pollutant Sources Near Air Intake | | Fresh Air Intake Free of Obstruction | | | |
| Ducted to roof-top | | No | | Yes | | | |

Observations

Supply grills need to be wiped with wexcide and ceiling tiles around grills need to be replaced. Return grill needs to be vacuumed / cleaned. A/C coil was recently cleaned and filters replaced. Condensate drain pan was in bad shape. High humidity level in classroom.

Corrective Actions to be Completed by Site Based Staff

| | |
|--|---|
| Clean HVAC supply grills with Wexcide | ▼ |
| Clean or Replace ceiling tiles around HVAC supply grills | ▼ |
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Corrective Actions to be Completed by PPO

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|---|---|
| Repair HVAC to Reduce Humidity Levels | ▼ |
| Evaluate the replacement of the drain-pan | ▼ |
| See observations for additional information | ▼ |
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IAQ Assessment

Eagle Ridge Elementary

 Evaluation Date March 9, 2015

 Time of Day 2:30 PM

 Outdoor Conditions Temperature 85.6

 Relative Humidity 55.2

 Ambient CO2 416

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|---|---|---|--|---|---|--|---|---|
| Fish | Temperature | Range | Relative Humidity | Range | CO ² | Range | # Occupants | |
| 409 | 72.8 | 72 - 78 | 67.9 | 30% - 60% | 706 | MAX 700 > Ambient | 3 | |
| Noticeable Odor | | Yes | Visible water damage / staining? | | Visible microbial growth? | | Amount of material affected | |
| Ceiling | 2' X 4' Lay in | | No | | No | | | |
| Walls | Drywall/Tackboard | | No | | No | | | |
| Floor | Carpet | | No | | No | | | |
| Ceiling Clean | | Yes | HVAC Supply Grills Clean | | No | HVAC Return Grills Clean | | No |
| Walls Clean | | Yes | Inside of Supply Duct Clean | | Yes | Inside of Return Duct Clean | | Yes |
| Flooring Clean | | Yes | Ceiling at Supply Grills Clean | | No | | | |
| Room Surfaces Clean | | Yes | | | | | | |
| Trash Removed | | Yes | Exhaust Fans Working | | N/A | Unapproved Chemicals / Cleaners in Room | | Yes |
| 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 #407 | | | Mechanical Room Clean | | Yes |
| Filters Installed Properly | | Yes | Filters Clean | | Yes | Inside of HVAC Unit Clean | | Yes |
| Condensate Pan Clean | | No | Cooling Coil Clean | | Yes | | | |
| Fresh Air Intake Location | | | Ducted to roof-top ▼ | | | Fresh Air Intake Free of Obstruction | | Yes |
| Pollutant Sources Near Air Intake | | | No ▼ | | | | | |

Observations

Door was propped open and countertops were being cleaned with Clorox bleach cleaner. Odor was that of bleach. Supply grills need to be wiped with wexcide and ceiling tiles around grills need to be replaced. Return grill needs to be vacuumed / cleaned. A/C coil was recently cleaned and filters replaced. Condensate drain pan was in bad shape. High humidity level in classroom.

Corrective Actions to be Completed by Site Based Staff

| | |
|--|---|
| Clean HVAC supply grills with Wexcide | ▼ |
| Clean or Replace ceiling tiles around HVAC supply grills | ▼ |
| Remove Unapproved cleaners from classroom | ▼ |
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Corrective Actions to be Completed by PPO

| | |
|---|---|
| Repair HVAC to Reduce Humidity Levels | ▼ |
| Evaluate the replacement of the drain-pan | ▼ |
| See observations for additional information | ▼ |
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