

managing risk with responsibility

Aston A. Henry, Director Risk Management Department		Telephone: Fax:	754 321-1900 754 321-1917	
July 15, 2013 Signature on File		For Custodial Supervisor Use Only		
TO:	Robert Becker, Principal Embassy Creek Elementary School		ues Addressed ues Not Addressed	
FROM:	Richard Rosa, Project Manager Risk Management Department			
SUBJECT:	Indoor Air Quality (IAQ) Assessment	-		

On June 24, 2013, I conducted an assessment at Embassy Creek 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.

Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction cc: 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

RR/tc Enc.

IAQ Assessment

Embassy Creek Elementary	Evaluation Dat	June 24, 2013	Time of Day	.00
Outdoor Conditions Temperature 83	Relative	Humidity 81.3	Ambient CO2 43	35
Fish Temperature Range Ro 101 76.1 72 - 78		Range CO ² % - 60 %	Range # Oc MAX 700 > Ambient	cupants
Noticeable Odor No Visib	le water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	Yes	No	< 2 sq ft	
Walls Drywall	No	No		
2.)	NO			
Floor Carpet	No	No		
Ceiling Clean No Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	No Yes	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No		
	aust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
110	Drain Traps Wet if Stored in Room is led Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location FISH 103 Mechanical Room Clean Yes				
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	No
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location Thru exter	ior wall	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake Trees at sa	nme elevation as int	take ▼		
Observations				
There are stained ceiling tiles in corridor ou underneath stained ceiling tile adjacent to FTemp/Humidity in corridor adjacent to F-103	-101R.	·	in w/ wexcide that is locate	ed
Corrective Actions to be Completed by Site	Rasad Staff	Connective Action	no to be Completed by DD	<u> </u>
Corrective Actions to be Completed by Site Based Staff Replace stained ceiling tiles after repairs ▼ Corrective Actions to be Completed by PPO Evaluate and repair cause of stained ceiling tiles ▼				
Replace stained ceiling tiles after repa		Evaluate and repair	cause of stailled ceiling ti	les ▼
				▼
Vacuum/wipe return grill ▼				
Clean dust from surfaces in mechanical	room ▼	See observations	for additional information	_ ▼

Wipe wall stain with Wexcide

IAQ Assessment

Embassy Creek Elementary	Evaluation Date June	e 24, 2013 Time o	f Day 2:30	
Outdoor Conditions Temperature 83.	Relative Humidity	81.3 Ambie	ent CO2 435	
Fish Temperature Range Re 211 70.8 72 - 78	stive Humidity Range 53.9 30% - 60%	426 MAX	nge # Occupants (700 > bient	
Noticeable Odor No Visible Ceiling 2' x 4' Walls Drywall Floor Carpet	staining? gro		mount of erial affected	
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 Yes Yes	Grill Insid	AC Return Is Clean No de of Return t Clean Yes	
Signs of Pests No Room Cluttered No Food if	Drain Traps Wet Stored in Room is ed Containers N/A N/A	Unapprove Cleaners in Air Fresh in Room		
Mechanical Equipment Location FISH 206 Filters Installed Properly Yes Condensate Pan Clean Yes	Filters Clean Yes Cooling Coil Clean Yes	Mechanical Inside of HVA	Room Clean No AC Unit Clean Yes	
Fresh Air Intake Location Pollutant Sources Near Air Intake No	or wall	▼ Fresh Ai of Obstr	r Intake Free uction Yes	
Observations Minor signs of microbial growth in book shelves and cabinetry. Advised the school staff to remove all paper from tackable surfaces to allow to dry, registered wet with the moisture meter. Though the humidity level is within an allowable range, evaluate the HVAC system for normal operation due to elevated moisture in tack board. Temperature is also in the low range. Also advised the HFSP to continue to wipe microbial growth and monitor until HVAC is repaired.				
Corrective Actions to be Completed by Site	Basad Staff Came	antina Antiona ta ka Ossa	amleted by DDO	

Corrective Actions to be Completed by Site Based Staff

Vacuum/wipe return grill	▼
Clean surfaces in mechanical room	▼
Wipe surfaces w/wexcide and monitor	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce humidity level	▼
Set temperature to 72 - 78 degrees	▼
	▼
	▼
	▼
	▼
	▼
	▼

IAQ Assessment

June 24, 2013

Time of Day

1:45

Evaluation Date

Embassy Creek Elementary

Outdoor Conditions	Temperature 83.3	Relative	Humidity 3	81.3	Ambient CO2 4	35
Fish Temperate 401 72.1	re Range Relative H 72 - 78 62.1	- 1	Range % - 60%	CO ² 479	Range # O MAX 700 > Ambient	ccupants
	No Visible water stainin		Visible micro growth?		Amount of material affected	
Ceiling 2' x 4'	No]	No			
Walls Drywall]	No			
Floor Carpet	No		No			
Ceiling Clean Ye Walls Clean Ye	Grills (Supply Clean	Yes		HVAC Return Grills Clean	Yes
Flooring Clean Ye	Inside	of Supply Clean	Yes		Inside of Return Duct Clean	Yes
Room Surfaces No	Ceiling Grills	g at Supply Clean	No			
Trash Removed Ye		_	N/A		Unapproved Chemicals / Cleaners in Room	No
Signs of Pests Ye	_	Traps Wet	N/A		Air Fresheners	No
Room Cluttered Ye	Food if Stored in Sealed Con		N/A		in Room	
Mechanical Equipment L	Mechanical Equipment Location FISH 403				Mechanical Room Clean	Yes
Filters Installed Properly		ters Clean	Yes		Inside of HVAC Unit Clean	Yes
Condensate Pan Clean	Yes Cooling	Coil Clean	Yes			
Fresh Air Intake Location	Thru exterior wall			▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Ai Intake	ir No			▼	Of Obstruction	
Observations						
Media Center. HFSP has	s a work order in place for i	nsects in 40	1.			
	e Completed by Site Based				ns to be Completed by Pl	
Room is due for a summer cleaning Clean ceilings around HVAC supply grills		▼	Repair I	HVAC to	reduce humidity level	▼
Olean comings and		▼				▼
		▼ [▼
		 				▼
		▼				▼
		▼				▼