

# RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Supervisor  
Risk Management Department

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August 27, 2010

**Signature on File**

TO: Ms. Josetta Campbell, Principal  
**Fairway Elementary School**

FROM: Aston A. Henry, Supervisor  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 615 and 616**

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

On August 17, 2010 I conducted an assessment of FISH 615 and 616 at **Fairway 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. 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 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 754-321-1900.

cc: Dr. Joel Herbst, Area Superintendent  
Valerie Wanza, Area Director  
Jeffrey S. Moquin, Executive Director, Support Operations  
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance  
Sonja Coley, Project Manager, Facilities and Construction Management  
Iris Froehlich, Broward Teachers Union  
Roy Jarrett, Federation of Public Employees  
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division  
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

AH/tc  
Enc.

# IAQ Assessment

Location Number 1641

Fairway Elementary School

Evaluation Requested August 11, 2010

Time of Day 3:20 pm

Evaluation Date August 17, 2010

Outdoor Conditions      Temperature 92.9      Relative Humidity 55.7      Ambient CO2 327

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
615	65.8	72 - 78	62.7	30% - 60%	403	Max 700 > Ambient	2
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		Yes		No		2 ceiling tiles	
Wall Type		No		Yes		Various	
Flooring		No		No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tiles
Walls	No	Yes	Yes	Wipe down with Wexcide disinfectant
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

## Observations

**Findings**

- Stained ceiling tiles around HVAC supply grills
- Visible microbial growth on walls and doors
- Temperature was low and humidity was slightly elevated
- Dust and debris on HVAC supply grills

**Site Based Maintenance:**

- Remove and replace stained ceiling tiles
- Wipe down walls and doors with Wexcide disinfectant solution
- Clean HVAC supply grills with Wexcide disinfectant solution
- 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 HVAC system for proper operation and repair as appropriate to increase temperature and lower humidity

# IAQ Assessment

Location Number 1641  
 Evaluation Requested August 11, 2010  
 Evaluation Date August 17, 2010

Fairway Elementary School

Time of Day 3:20 pm

Outdoor Conditions      Temperature 92.9      Relative Humidity 55.7      Ambient CO2 327

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
616	64.9	72 - 78	62	30% - 60%	391	Max 700 > Ambient	2
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		2 ceiling tiles	
Ceiling Type	2 x 4 Lay In		Yes	No		2 ceiling tiles	
Wall Type	Drywall		No	Yes		Various	
Flooring	Tile		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tiles
Walls	No	Yes	Yes	Wipe down with Wexcide disinfectant
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

## Observations

**Findings**

- 2 stained ceiling tiles
- Visible microbial growth on walls
- Temperature was low and humidity was slightly elevated
- Dust and debris build up on curtains
- Signs of water intrusion in Northeast corner of cafeteria
- Visible microbial growth on insulated chilled water lines in FISH 609

**Site Based Maintenance:**

- Remove and replace stained ceiling tiles
- Wipe down walls with Wexcide disinfectant solution
- Clean curtains
- 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 HVAC system for proper operation and repair as appropriate to increase temperature and lower humidity
- Evaluate for cause of water intrusion - Northeast corner of room - and repair as appropriate
- Evaluate insulated chilled water lines in FISH 609