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Risk Management Department

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May 24, 2007

**Signature on File**

TO: Ms. Julianne Smith,, Principal  
**Forest Hills Elementary School**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**Portable 1023PK**

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

On May 23, 2007 I conducted a follow-up assessment of Portable 1023PK at **Forest Hills Elementary School**. The assessment consisted of a reevaluation walkthrough of the previously identified area to assess the current condition of the location with regard to indoor air quality. This assessment included reviewing previously generated work orders as well as observation of the area of concern as stated in the IAQ Assessment performed on May 15, 2007 by Robert Krickovich. Attached are the findings of this assessment along with recommendations for further assessment, remediation, or corrective actions, if needed.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby presenting immediate health and safety concerns 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. Joanne Harrison, Area Superintendent  
Jackie Haywood, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
Denise Cone, Project Manager, Facilities and Construction Management  
Ruby Fitzgerald, 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

Forest Hills Elementary School

Location Number   
 Evaluation Requested   
 Evaluation Date

Time of Day

Outdoor Conditions      Temperature       Relative Humidity       Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="P-1023PK"/>	<input type="text" value="72.9"/>	<input type="text" value="72 - 78"/>	<input type="text" value="44.9"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="1437"/>	<input type="text" value="Max 700 &gt; Ambient"/>	<input type="text" value="13"/>
<b>Noticeable Odor</b>	<input type="text" value="Yes"/>		<b>Visible water damage / staining?</b>	<b>Visible microbial growth?</b>	<b>Amount of material affected</b>		
<b>Ceiling Type</b>	<input type="text" value="2 x 4 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
<b>Wall Type</b>	<input type="text" value="Drywall"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
<b>Flooring</b>	<input type="text" value="12 x 12 Vinyl"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
<b>Ceiling</b>	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
<b>Walls</b>	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
<b>Flooring</b>	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean and Sanitize"/>
<b>HVAC Supply Grills</b>	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
<b>HVAC Return Grills</b>	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
<b>Ceiling at Supply Grills</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Wall Mounted Unit"/>
<b>Surfaces in Room</b>	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean as appropriate"/>

**Observations**

**Findings: Follow-up/Addendum to assessment done on 5/15/07**

- Complaint of odor in the room. There is a musty odor and "dirty sock" smell.
- Grounds were recently treated for flea infestation. Teacher and aide advised that odor has improved since 5/22/07.
- There is a slight odor outdoors from the sewer lift station which is @ 10 feet away.
- There were 3 fans running to air out the room
- Excessive clutter in room and dust build up on environmental surfaces
- Dust and debris on floor

**-Recommendations:**

**Site Based Maintenance:**

- Continue to utilize fans to air out the room
- Encourage occupant to reduce clutter to assist in cleaning efforts. Thoroughly clean all environmental surfaces.
- Clean and sanitize floor
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate