

Aston A. Henry, Supervisor
Risk Management Department

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February 21, 2013

Signature on File

TO: Lynn Burgess, Principal
Fox Trail Elementary School

FROM: Richard Rosa, Project Manager
Facilities Design and Construction

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 February 5, 2013, I conducted an assessment at **Fox Trail 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.

cc: Directors, School Performance & Accountability
Shelley Meloni, Executive Director, Facilities Design and Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Sonja Coley, Senior Project Manager, Facilities Design and Construction
Broward Teachers Union
Federation of Public Employees

RR/tc
Enc.

IAQ Assessment

Fox Trail Elementary

Evaluation Date February 5, 2013

Time of Day 1115

Outdoor Conditions Temperature 75.0

Relative Humidity 54.5

Ambient CO2 418

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
849VE	72.5	72 - 78	47.1	30% - 60%	2250	MAX 700 > Ambient	20
Noticeable Odor Yes		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' x 4'		Yes		No	< 2 sq ft Various locations	
Walls	Tack Board		Yes		No	32 sq ft	
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	No	HVAC Supply Grills Clean	No	HVAC Return Grills Clean	No		
Walls Clean	No	Inside of Supply Duct Clean	N/A	Inside of Return Duct Clean	N/A		
Flooring Clean	Yes	Ceiling at Supply Grills Clean	N/a				
Room Surfaces Clean	No						
Trash Removed	Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No		
Signs of Pests	No	Drain Traps Wet	N/A	Air Fresheners in Room	No		
Room Cluttered	Yes	Food if Stored in Room is in Sealed Containers	N/A				
Mechanical Equipment Location	Window unit				Mechanical Room Clean	N/A	
Filters Installed Properly	Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	N/A		
Condensate Pan Clean	N/A	Cooling Coil Clean	No				
Fresh Air Intake Location	Window unit ▼				Fresh Air Intake Free of Obstruction	Yes	
Pollutant Sources Near Air Intake	Grass and landscape ▼						

Observations

849VE is a portable. PPO Roofers need to evaluate the roof and repair. The North wall under the marker board is wet per moisture meter. This is the 3rd panel from the East, remove marker board and replace the entire panel. Evaluate the T-111 on the exterior of the portable. This room is designed to be a science lab classroom, clutter is everywhere, custodial staff cannot clean properly. I adjusted the window HVAC unit fresh air vent to allow more fresh air into the portable. There were CO2 experiments underway during my assessment that may have contributed to the elevated CO2. One live plant and one full aquarium of water was identified.

Corrective Actions to be Completed by Site Based Staff

Replace stained ceiling tiles after roofing repairs	▼
Thoroughly clean horizontal surfaces	▼
Vacuum/wexcide window unit grills	▼
Encourage occupant to reduce clutter	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair cause of stained ceiling tiles	▼
Evaluate and repair cause of water damage	▼
Remove and replace wall material as necessary	▼
Clean both window unit coils	▼
	▼
See observations for additional info	▼
	▼
	▼