

# RISK MANAGEMENT...

managing risk with responsibility

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October 10, 2002

**TO:** Deborah Sheats, Principal  
Hawkes Bluff Elementary School

**FROM:** Aston A. Henry, Jr., Supervisor  
Risk Management Department *A.A.*

**SUBJECT:** **Indoor Environmental Quality Assessment**  
**Hawkes Bluff Elementary School**  
**FISH 131**

On August 22, 2002, the Indoor Environmental Quality (IEQ) Assessment Team conducted an assessment of **FISH 131** at Hawkes Bluff Elementary School. The evaluation consisted of a walkthrough of the identified area to assess the current condition of this location with regard to indoor environmental quality. This assessment included observation of the carpet, floor tiles, ceiling tiles, false ceiling plenum, accessible ventilation supply and interior walls for signs of water intrusion.

Outlined below are the findings of this assessment along with recommendations for further assessment and/or remediation:

1. The indoor environmental quality assessment of **FISH 131** revealed no signs of visible microbial growth. The Head Facilities Serviceperson reported complaints of possible mold and mildew. The assessment team did not identify any visible signs of microbial growth or any visible signs of water intrusion. The walls and ceiling tiles appeared to be clean on the date of the assessment. The carpet was badly soiled and stained on the date of the evaluation. The air-conditioning vents, along with the return air register grill, revealed signs of minor dust and debris buildup. A bad odor was emanating from the carpet on the date of the assessment. The assessment team did identify an air freshener in this room.

Below are the temperature, relative humidity and carbon dioxide levels measured in this location on August 7, 2002.

	Temperature	Humidity	CO2
FISH 131	71.6f	56%	826

- **Remove stained and soiled carpet and install a tile floor.**
- **The Maintenance Department will contact Aston Henry, Jr. of the Risk Management Department to provide a status on completion of the above items no later than November 10, 2002.**

**Site-Based Staff will complete the following items immediately:**

- **Site-based maintenance staff will clean the air-conditioning vents and return air register grills with a wexcide disinfectant solution in order to remove dust and debris build up.**
- **Site-based staff should remove all air fresheners from this location.**
- **Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate.**

The indoor environmental quality assessment revealed a number of items that should be addressed as soon as possible. Please have your site-based maintenance staff implement the above recommendations in order to improve the indoor environmental quality for all occupants within your school.

Generally, the IEQ Assessment Team did not identify any existing conditions significantly impacting IEQ 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 IEQ, prevent development of future IEQ-related problems, and reduce the potential for IEQ-related complaints by building occupants, the IEQ Assessment Team recommends appropriate follow up of each item identified and previously listed.

Should any questions or concerns arise, or if these complaints continue after the above recommendations have been addressed, please feel free to contact me at (954) 765-8864.

AAH/tpo

- c: Dr. Verda Farrow, South Central Area Superintendent  
David Goldstein, South Central Area Director School Improvement  
Mark Dorsett, Manager, Evening Trades, Maintenance Department  
Lou Gonzalez, Coordinator, LEA, Facilities and Construction Management  
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David Dewald, Project Manager, Facilities and Construction Management