

Aston A. Henry, Supervisor
Risk Management Department

Telephone: 754 321-1900
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April 13, 2012

Signature on File

TO: Melinda Cunningham, Principal
Hawkes Bluff Elementary School

FROM: Richard Rosa, Project Manager
Facilities and Construction Management

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 27, 2012, I conducted an assessment at **Hawkes Bluff 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: Area Superintendent
Area Directors
Shelley Meloni, Executive Director, Facilities and Construction Management
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance
Sonja Coley, Project Manager III, Facilities and Construction Management
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Broward Teachers Union
Federation of Public Employees

RR/tc
Enc.

IAQ Assessment

Location Number 3131
 Evaluation Requested February 24, 2012
 Evaluation Date February 27, 2012

Hawkes Bluff Elementary School

Time of Day 10:45

Outdoor Conditions Temperature 78.6 Relative Humidity 67.8 Ambient CO2 439

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
753	74.8	72 - 78	61.9	30% - 60%	1759	Max 700 > Ambient	21
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		1 ceiling tile	
Ceiling Type	2 x 4 Lay In		Yes	No		None	
Wall Type	Drywall		No	No		None	
Flooring	12 x 12 Vinyl		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Clean as appropriate
HVAC Supply Grills	No	Yes	Yes	Clean as appropriate
HVAC Return Grills	No	Yes	Yes	Clean as appropriate
Ceiling at Supply Grills	No	Yes	Yes	Clean as appropriate
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings

- Elevated humidity and CO2 levels
- Stained ceiling tiles
- Dust build up on surfaces throughout the room
- Dust build up on HVAC supply and return grills and on ceiling at supply grills.
- Cobwebs in corners of floor

Site Based Maintenance:

- Vacuum HVAC return grills
- Thoroughly sweep floor corners to remove cobwebs
- Clean HVAC supply grills with Wexcide disinfectant solution and wipe down ceiling tiles at supply grills.
- Thoroughly clean all horizontal surfaces throughout the room
- 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 lower CO2 and humidity level
- Evaluate for cause of stained ceiling tiles and repair as appropriate. Check above windows and other areas above stained tiles. Remove and replace tiles as necessary.

- NOTE: Work orders EQ02348 and EQ02349 generated 3-21-12

IAQ Assessment

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 Evaluation Date February 27, 2012

Hawkes Bluff Elementary School

Time of Day 10:45

Outdoor Conditions Temperature 78.6 Relative Humidity 67.8 Ambient CO2 439

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
754	73.8	72 - 78	53.4	30% - 60%	1276	Max 700 > Ambient	19
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		1 ceiling tile	
Ceiling Type	2 x 4 Lay In		Yes	No		1 ceiling tile	
Wall Type	Drywall		No	No		None	
Flooring	12 x 12 Vinyl		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Clean as appropriate
HVAC Supply Grills	No	Yes	Yes	Clean as appropriate
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings

- Elevated CO2 level
- Stained ceiling tiles
- Dust build up on surfaces throughout the room
- Dust build up on HVAC supply grills and ceiling at supply grills
- Cobwebs in corners of floor

Site Based Maintenance:

- Thoroughly sweep floor corners to remove cobwebs
- Clean HVAC supply grills with Wexcide disinfectant solution and wipe down ceiling tiles at supply grills.
- Thoroughly clean all horizontal surfaces throughout the room
- 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 lower CO2 level
- Evaluate for cause of stained ceiling tiles and repair as appropriate. Check above windows and other areas above stained tiles. Remove and replace tiles as necessary.

- NOTE: Work orders EQ02348 and EQ02349 generated 3-21-12

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Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
756	73.9	72 - 78	64.6	30% - 60%	1283	Max 700 > Ambient	22
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		1 ceiling tile	
Ceiling Type	2 x 4 Lay In		Yes	No		None	
Wall Type	Drywall		No	No		None	
Flooring	12 x 12 Vinyl		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace
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Physical Plant Operations:

- Evaluate HVAC system for proper operation and repair as appropriate to lower CO2 level and humidity level
- Evaluate for cause of stained ceiling tiles and repair as appropriate. Check above windows and other areas above stained tiles. Remove and replace tiles as necessary.

- NOTE: Work orders EQ02348 and EQ02349 generated 3-21-12