

RISK MANAGEMENT...

managing risk with responsibility

Jeffrey S. Moquin, Director
Risk Management Department

Telephone: 754-321-3200
Facsimile: 754-321-3290

May 22, 2007

Signature on File

TO: Mrs. Vered Roberts, Principal
Hollywood Hills Elementary School

FROM: Robert Krickovich, Coordinator, LEA
Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment
Portable 59N

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

On April 16, 2007 Richard Rosa conducted an assessment of Portable 59N at **Hollywood Hills 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. 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: Steven Friedman, Area Superintendent (Task Assigned)
Margaret Underhill, Area Director
Jeffrey S. Moquin, Director, Risk Management
Frank Girardi, Project Manager, Facilities and Construction Management
Diane Watts, 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

RK/tc
Enc.

IAQ Assessment

Location Number 0111
 Evaluation Requested April 13, 2007
 Evaluation Date April 16, 2007

Hollywood Hills Elementary School

Time of Day 9:30 am

Outdoor Conditions Temperature 59.9 Relative Humidity 38.6 Ambient CO2 501

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
P-59N	64.9	72 - 78	56.1	30% - 60%	2043	Max 700 > Ambient	19
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Yes				Yes		None	
Ceiling Type	Homasote		No	Yes		None	
Wall Type	Homasote		No	No		None	
Flooring	Carpet		No	No		None	

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

Observations

Findings:

- Odor emanating from carpet. Carpet is rippled.
- A/C units were not on at the time of the assessment. CO2 level was slightly elevated.
- Dust and debris on window A/C unit grills
- Dust build up on ceiling in front of window A/C units
- Minor dust build up in corners
- Ceiling material is bowed
- Dust and debris on A/C filters
- Dust and debris on window A/C unit coils
- No visible microbial growth or water intrusion at the time of the assessment

-Recommendations:

Site Based Maintenance:

- Clean grills on window A/C units with Wexcide disinfectant solution
- Clean ceiling in front of window A/C units
- Clean corners as appropriate
- Change A/C filters
- 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 cause of bowed ceiling material and repair as appropriate and replace ceiling material as appropriate
- Evaluate and repair cause of elevated CO2 level
- Evaluate carpet for replacement
- Clean coils on window A/C units