

February 21, 2013

managing risk with responsibility

Aston A. Henry, Supervisor Telephone: 754 321-1900 Fax: 754 321-1917

Signature on File

TO: Wendy Galinsky, Principal

Hollywood Park Elementary School

FROM: Richard Rosa, Project Manager

Facilities Design and Construction

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only				
	Custodial Issues Addressed			
	Custodial Issues Not Addressed			

On February 6, 2013, I conducted an assessment at **Hollywood Park 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

Evaluation Date

Hollywood Park Elementary

February 6, 2013

Time of Day

11:00

Outdoor Conditions	s Ten	nperature	77.1	Relative	Humidity [65.4	Ambient CO2	113
	perature 71.9	Range 72 - 78	Relative Hu	 i	Range % - 60%	784		ccupants
Noticeable Odor	No		Visible water o		Visible m grow		Amount of material affected	
Walls P	2' x 4' Plaster		No No		No	_		
Floor 12" x	12" Vinyl		No		No	<u> </u>		
Ceiling Clean	Yes		HVAC S Grills C		Yes		HVAC Return Grills Clean	Yes
Flooring Clean	Yes		Inside o Duct Cl	of Supply ean	Yes		Inside of Return Duct Clean	Yes
Room Surfaces Clean	Yes		Ceiling Grills C	at Supply lean	Yes			
Trash Removed	Yes		Exhaust Fan	s Working	N/A		Unapproved Chemicals / Cleaners in Room	No
Signs of Pests Room Cluttered	No		Drain Food if Stored in Sealed Conta		N/A		Air Fresheners in Room	No
Mechanical Equipn	nent Loca	tion FISH	102				Mechanical Room Clean	Yes
Filters Installed Pro		Yes		ers Clean Coil Clean	Yes		Inside of HVAC Unit Clean	Yes
				JOII Clean	INO			
Fresh Air Intake Loc Pollutant Sources N Intake		Roof No	top			▼	Fresh Air Intake Free of Obstruction	Yes
Observations								
Corrective Actions	to be C	ompleted b	y Site Based S	Staff			ons to be Completed by P	
				 ▼ 	Repa		to reduce humidity level an HVAC coils	▼
				▼				▼
				╅				▼
				▼				▼
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IAQ Assessment

Hollywood Park Elementary	Evaluation Date February 6, 2013	Time of Day 11:30
Outdoor Conditions Temperature 77.1	Relative Humidity 65.4	Ambient CO2 413
	ve Humidity Range CO 62.3 30% - 60% 857	
	ater damage / Visible microbial iining? growth?	Amount of material affected
Ceiling 2' x 4'	No No	
	No No	
Floor 12" x 12" Vinyl	No No	
	/AC Supply ills Clean Yes	HVAC Return Grills Clean
lns	side of Supply Yes	Inside of Return Duct Clean Yes
	illing at Supply ills Clean	
Trash Removed Yes Exhaust	Fans Working N/A	Unapproved Chemicals / Cleaners in Room
Signs of Pests No	Prain Traps Wet N/A	Air Fresheners No
itoom olatioioa ito	ored in Room is Containers	in Room
Mechanical Equipment Location FISH 140		Mechanical Room Clean Yes
Filters Installed Properly Yes	Filters Clean Yes	Inside of HVAC Unit Clean Yes
Condensate Pan Clean Yes Coo	ling Coil Clean No	
Fresh Air Intake Location Roof top	▼	Fresh Air Intake Free of Obstruction
Pollutant Sources Near Air Intake	▼	or obstruction
Observations		
The classroom is used as a computer lab. There monitors and hard drives in the classroom cont light fixture lens adjacent to the HVAC supply versions.	ributing to the heat factor. There is n	
Corrective Actions to be Completed by Site Bas	sed Staff Corrective Action	ons to be Completed by PPO
Clean minor dust from ceilings next to supply		to reduce humidity level
	▼ Clea	nn HVAC coils ▼
	▼	▼
	- • 	- `

IAQ Assessment

Evaluation Date

Hollywood Park Elementary

February 6, 2013

Time of Day

11:45

Outdoor Conditions	Temperatur	e 77.1 Re	elative Humidity	65.4	Ambient CO2 4	13
	erature Rango 3.9 72 - 7 9		y Range] 30% - 60%	CO ²		ccupants 23
Noticeable Odor	No	Visible water damag staining?		microbial wth?	Amount of material affected	
	x 4'	No		lo .		
	ack Board 2" Vinyl	No No		lo lo		
Ceiling Clean	Yes	HVAC Supply Grills Clean	Yes		HVAC Return Grills Clean	Yes
Walls Clean Flooring Clean	Yes	Inside of Sup Duct Clean	pply		Inside of Return Duct Clean	Yes
Room Surfaces Clean	Yes	Ceiling at Su Grills Clean	pply Yes			
Trash Removed	Yes	Exhaust Fans Wor			Unapproved Chemicals / Cleaners in Room	No
Signs of Pests Room Cluttered	No No	Drain Traps Food if Stored in Roe in Sealed Containers	om is		Air Fresheners in Room	No
Mechanical Equipme	ent Location FI	SH 140			Mechanical Room Clean	Yes
Filters Installed Prope		Filters Cl			Inside of HVAC Unit Clean	Yes
Condensate Pan C	lean res	Cooling Coil C	lean No			
Fresh Air Intake Local Pollutant Sources Nea	_	oof top		▼	Fresh Air Intake Free of Obstruction	Yes
Intake Observations						
	under the sink	in the cabinetry and t	the drain was clo	gged at the	time of my assessment.	
Corrective Actions t	o be Complete	d by Site Based Staff			ns to be Completed by PF	
		▼	Rep		o reduce humidity level n HVAC coils	▼
		•			eak / clog in sink	▼
		▼				▼
		▼				▼
		•				▼
		▼				▼