

RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Task Assigned Director
Risk Management Department

Telephone: 754 321-1900
Fax: 754 321-1917

May 16, 2013

Signature on File

TO: Wendy Galinsky, Principal
Hollywood Park Elementary School

FROM: Robert Krickovich, Coordinator I, LEA
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 May 13, 2013, Richard Rosa and 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: Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Task Assigned Director, Risk Management
Sonja Coley, Senior Project Manager, Facilities Design and Construction
Broward Teachers Union
Federation of Public Employees

RK/tc
Enc.

IAQ Assessment

Hollywood Park Elementary

Evaluation Date May 13, 2013

Time of Day 1230

Outdoor Conditions Temperature 86.9

Relative Humidity 58.3

Ambient CO2 419

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
137	77.0	72 - 78	44.7	30% - 60%	668	MAX 700 > Ambient	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' x 4'		No		No		
Walls	Drywall/Tackboard		No		No		
Floor	12" x 12" Vinyl		No		No		

Ceiling Clean	No	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Walls Clean	Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean	No		
Room Surfaces Clean	Yes				

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	No	Food if Stored in Room is in Sealed Containers	N/A		

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	Cooling Coil Clean	No		

Fresh Air Intake Location	Roof top ▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	No ▼		

Observations

F-137 is a classroom with numerous computers. There is a portable HVAC system in the classroom, the filter is clean but there appears to be hair in the upper portion of the grill. An exhaust duct from the portable HVAC system has been inserted into the drop ceiling leaving an opening in the ceiling and access above the drop ceiling. There are no visible signs of water intrusion above the drop ceiling. An attached storage room to the classroom has a humidity level of 47% and a temperature of 76.6 degrees with no signs of water intrusion.

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
Remove personal A/C unit from room	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Clean the HVAC coil in air handler unit F-140	▼
	▼
	▼
	▼
	▼
South Area to provide spot cooler if deemed necessary	▼
	▼
	▼

