

RISK MANAGEMENT...

managing risk with responsibility

Jeffrey S. Moquin, Director
Risk Management Department

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July 8, 2008

Signature on File

TO: Ms. Marvis Ward, Principal
Martin Luther King Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 107, 107A and 109

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

On July 2, 2008 I conducted an assessment of FISH 107, 107A and 109 at **Martin Luther King 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.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ 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 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: Dr. Verda Farrow, Area Superintendent
Michaelle Pope, Area Director
Jeffrey S. Moquin, Director, Risk Management
Sheldon Dash, Project Manager, Facilities and Construction Management
Jerrod Neal, 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

ES/tc
Enc.

IAQ Assessment

Location Number
 Evaluation Requested
 Evaluation Date

Martin Luther King Elementary

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="107"/>	<input type="text" value="75"/>	<input type="text" value="72 - 78"/>	<input type="text" value="60.6"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="391"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="2"/>
Noticeable Odor	<input type="text" value="Yes"/>		Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling Type	<input type="text" value="2' x 4' Lay In"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>
Wall Type	<input type="text" value="Homasote"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>
Flooring	<input type="text" value="Carpet/Vinyl"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Wipe down walls"/>
Flooring	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean and sanitize"/>
HVAC Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Return Grills	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
Ceiling at Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

Observations

Findings:

- Humidity was slightly elevated at the time of the assessment. HFSP advised that new AHU was slated to be installed 7/4/08.
- Live ants and dead bugs observed on walls
- Dust and debris on floor
- Dust and debris on HVAC return grills

Recommendations:

Site Based Maintenance:

- Wipe down walls
- Clean and sanitize floor
- Clean HVAC return grills with Wexcide disinfectant solution
- 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:

- Initiate a work order for pest control

IAQ Assessment

Location Number 1611
 Evaluation Requested June 24, 2008
 Evaluation Date July 2, 2008

Martin Luther King Elementary

Time of Day 12:00 pm

Outdoor Conditions Temperature 94.2 Relative Humidity 46.4 Ambient CO2 403

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
107A	78.8	72 - 78	61.7	30% - 60%	423	Max 700 > Ambient	2
Noticeable Odor	Yes		Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling Type	2' x 4' Lay In		No		No		None
Wall Type	Homasote		No		No		None
Flooring	Carpet/Vinyl		No		No		None

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	No	Yes	Yes	Wipe down walls
Flooring	No	Yes	Yes	Clean and sanitize
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	No	Yes	Yes	Clean with Wexcide disinfectant
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings: Storage Room & Mechanical Room (109)

- Humidity and temperature were slightly elevated at the time of the assessment. Advised by Facilities that new AHU will be installed with current project.
- Dust and debris on floor
- Missing ceiling tile
- **FISH 109** - Mechanical Room - A/C filters not taped together. Observed small hole in flexible duct above AHU.

Recommendations:

Site Based Maintenance:

- Clean and sanitize floor
- Replace missing ceiling tile
- **FISH 109** - Ensure that filters are taped together
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Facilities and Construction Management:

- Expedite air handler replacement project