

RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Supervisor
Risk Management Department

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July 9, 2010

Signature on File

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

FROM: Aston A. Henry, Supervisor
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 146

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

On June 11, 2010 I conducted an assessment of FISH 146 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.

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 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 754-321-1900.

cc: Dr. Leontine Butler, Area Superintendent
Carletha Shaw, Area Director
Jeffrey S. Moquin, Executive Director, Support Operations
Aston Henry, Supervisor, Risk Management
Jack Cooper, Senior Project Manager, Facilities and Construction Management
Jerrod Neal, Broward Teachers Union
Roy Jarrett, Federation of Public Employees
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division

AH/tc
Enc.

IAQ Assessment

Location Number 1611

Martin Luther King Elementary School

Evaluation Requested June 10, 2010

Time of Day 11:45 am

Evaluation Date June 11, 2010

Outdoor Conditions Temperature 91.7 Relative Humidity 72.3 Ambient CO2 341

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
146	70.9	72 - 78	79.6	30% - 60%	435	Max 700 > Ambient	3
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		No		No		None	
Ceiling Type	2 x 4 Lay In		No	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	Yes	No	No	
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant
HVAC Return Grills	No	Yes	Yes	Clean with Wexcide disinfectant
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings	<ul style="list-style-type: none"> - Minor dust on HVAC supply and return grills - Dust build up on top of cabinets - Hole in tile floor and hole in expansion joint in floor - Humidity level was elevated at the time of the assessment
Site Based Maintenance:	<ul style="list-style-type: none"> - Clean HVAC supply and return grills with Wexcide disinfectant solution - Clean top of cabinets - Contact COMPASS to generate a work order to repair floor - 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:	<ul style="list-style-type: none"> - Evaluate HVAC system for proper operation and repair as appropriate to lower humidity level