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September 25, 2006

Signature on File

TO: Dr. Pamela Garwood, Principal
Lake Forest Elementary School

FROM: Kenneth I. Partee, Project Manager Occupational Health and Environmental Control
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
Portable 105

On September 15, 2006 I conducted an assessment of Portable 105 at **Lake Forest 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.

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: Sam Gregg, Area Superintendent
Steven Friedman, Area Director
Jeffrey S. Moquin, Director, Risk Management
Jerry Linkous, Project Manager, Facilities and Construction Management
Diane Watts, Broward Teachers Union
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

KP/tc
Enc.

IAQ Assessment

Location Number 0831
 Evaluation Requested September 8, 2006
 Evaluation Date September 15, 2006

Lake Forest Elementary School

Time of Day

Outdoor Conditions Temperature 90.3 Relative Humidity 61.1 Ambient CO2 494

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
P-105	75.3	72 - 78	41.3	30% - 60%	1499	Max 700 > Ambient	2
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	Tackable		No	No	None		
Flooring	Tile		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Clean and sanitize
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:

- Dust and debris on floor
- Dust and debris on HVAC supply and return grills
- Dust build up on environmental surfaces. Excessive clutter in room.
- One A/C unit was not functioning at the time of the assessment
- Dust and debris on HVAC coils
- Wall was covered with coated paper

Recommendations:

Site Based Maintenance:

- Thoroughly clean and sanitize floor
- Clean HVAC supply and return grills with Wexcide disinfectant solution
- Clean environmental surfaces throughout the room. Encourage occupant to reduce clutter.
- Remove coated paper from walls
- 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 and repair A/C unit
- Clean HVAC coils