

# RISK MANAGEMENT...

managing risk with responsibility

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March 17, 2008

**Signature on File**

TO: Mr. Kenneth King, Principal  
**Larkdale Elementary School**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 605**

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On February 26, 2008 I conducted an assessment of FISH 605 at **Larkdale 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. Leontine Butler, Area Superintendent  
Desmond Blackburn, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
Henry Verdugo, Project Manager, Facilities and Construction Management  
Dane Ramson, Broward Teachers Union  
Roy Jarrett, Federation of Public Employees  
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

ES/tc  
Enc.

# IAQ Assessment

Location Number 0621  
 Evaluation Requested February 14, 2008  
 Evaluation Date February 26, 2008

Larkdale Elementary School

Time of Day 1:30 pm

Outdoor Conditions      Temperature 80.7      Relative Humidity 72.7      Ambient CO2 528

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
605	73.7	72 - 78	50.3	30% - 60%	870	Max 700 > Ambient	15
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		Yes		No		5 ceiling tiles	
Wall Type		No		No		None	
Flooring		No		No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace stained tiles
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant solution
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as appropriate

## Observations

**Findings:**

- Ongoing HVAC project
- 5 stained ceiling tiles
- Dust and debris on HVAC supply grills
- Dust build up on environmental surfaces

**Recommendations:**

**Site Based Maintenance:**

- Clean HVAC supply grills with Wexcide disinfectant solution
- Clean environmental surfaces throughout the room
- 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**

- Contractor to evaluate cause of stained ceiling tiles (ongoing HVAC project) and repair as appropriate and remove and replace stained ceiling tiles.