

RISK MANAGEMENT...

managing risk with responsibility

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Signature on File

TO: Ms. Heather Hedman-DeVaughn, Principal
Manatee Bay Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 118J

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

On November 18, 2010 I conducted an assessment of FISH 118J at **Manatee Bay 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. Desmond Blackburn, Area Superintendent
Jan Beal, Area Director
Jeffrey S. Moquin, Executive Director, Support Operations
Aston Henry, Supervisor, Risk Management
Charles Ricks, Project Manager, Facilities and Construction Management
Ralph Eckhardt, 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 3841
 Evaluation Requested October 26, 2010
 Evaluation Date November 18, 2010

Manatee Bay Elementary School

Time of Day

Outdoor Conditions Temperature 80.7 Relative Humidity 86.6 Ambient CO2 400

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
118J	77.5	72 - 78	72.1	30% - 60%	1503	Max 700 > Ambient	1
Noticeable Odor	No		Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling Type	2 x 4 Lay In		No	No	None		
Wall Type	Drywall		Yes	Yes	1 square foot		
Flooring	Terrazzo		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	No	Yes	Yes	Evaluate and Repair
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings

- Humidity level was elevated at the time of the assessment
- Elevated moisture content in wall along baseboard - possible water intrusion from crack in grout on adjacent wall

Site Based Maintenance:

- 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 HVAC system for proper operation and repair as appropriate to lower humidity level
- Evaluate for cause of elevated moisture content in wall along baseboard and repair as appropriate. Repair/replace wall material as necessary.

NOTE: Work order EQ01570 and EQ01571 generated