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November 24, 2004

TO: Ms. Karla Gary-Orange, Principal  
**Maplewood Elementary School**

FROM: Aston A. Henry, Jr., Supervisor  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
Portable 602

On November 19, 2004 the IAQ Assessment Team conducted an assessment of Portable 602 at **Maplewood Elementary School**. The evaluation consisted of a walkthrough of the identified areas to assess the current condition of the location with regard to indoor air quality. This assessment included observations of the carpet, floor tile, ceiling tile, interior walls, false ceiling plenum, and accessible ventilation equipment.

Attached are the findings of this assessment along with recommendations for further assessment, remediation, or corrective actions, if needed.

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.

Should any questions arise, or if the current concerns continue after the attached recommendations have been addressed, please feel free to contact me at 954-765-8864.

cc: Dr. Joanne Harrison, Area Superintendent  
Ulysses Jackson, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
Greg Boardman, Project Manager II, Facilities and Construction Management  
Ruby Fitzgerald, Broward Teachers Union  
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1

AH/tc

# IAQ Assessment

Maplewood Elementary School

Evaluation Requested

Time of Day

Evaluation Date

Outdoor Conditions      Temperature       Relative Humidity       Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="P602"/>	<input type="text" value="73.3"/>	<input type="text" value="72 - 78"/>	<input type="text" value="43"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="1936"/>	<input 1,000="" ppm)"="" type="text" value("&lt;=""/>	<input type="text" value="16"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>	
Ceiling Type	<input type="text" value="2x4 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Wall Type	<input type="text" value="Tackable"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Flooring	<input type="text" value="Tile"/>		<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="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
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="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
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:**

- No visible signs of microbial growth or water intrusion
- No moisture detected in walls throughout the entire portable
- High carbon dioxide level detected
- Heavy dust and debris on HVAC filters

**Recommendations:**

**Site Based Maintenance:**

- Install new HVAC filters in all stand alone units
- 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 Division:**

- Evaluate and repair as appropriate the fresh air dampers on all stand alone units in order to lower the carbon dioxide level