

# RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Supervisor  
Risk Management Department

Telephone: 754 321-1900  
Fax: 754 321-1917

January 28, 2010

**Signature on File**

TO: Ms. Kellee Stroup, Principal  
**McNab Elementary School**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 920**

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

On January 5, 2010, I conducted an assessment of FISH 920 at **McNab 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. 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: Sharon Airaghi, Area Superintendent  
Jackie Haywood, Area Director  
Jeffrey S. Moquin, Executive Director, Support Operations  
Aston Henry, Supervisor, Risk Management  
Robert Bellot, Project Manager, Facilities and Construction Management  
Lynn Cavall, 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 0841

McNab Elementary School

Evaluation Requested January 4, 2010

Time of Day 11:35 am

Evaluation Date January 5, 2010

Outdoor Conditions      Temperature 53.2      Relative Humidity 39.6      Ambient CO2 328

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
920	70.3	72 - 78	36.2	30% - 60%	686	Max 700 > Ambient	4
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		No		No		None	
Wall Type		No		No		None	
Flooring		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	No	Yes	Yes	Clean as appropriate
Surfaces in Room	No	Yes	Yes	Clean as appropriate

## Observations

### Findings: Library

- Occupant advised microbial growth on books. However, discoloration was observed on pages of books with copyright date of 1986 - no microbial growth.
- Dust build up on environmental surfaces
- Dust and debris on HVAC supply and return grills and dust build up on ceiling at supply grills.

### Site Based Maintenance:

- Ensure that occupant is aware of proper cleaning procedure for books. Note that organic materials naturally degrade due to moisture in the air and normal wear and tear over time.
- Wipe down HVAC supply and return grills with Wexcide disinfectant solution and clean ceiling at supply grills
- Thoroughly 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