

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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October 10, 2008

Signature on File

TO: Dr. Dorothy Cook, Principal
Meadowbrook Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 901, 902, 903 and 904

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

On October 7, 2008 I conducted an assessment of FISH 901, 902, 903 and 904 at **Meadowbrook 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. Verda Farrow, Area Superintendent
Fran Bolden, Area Director
Jeffrey S. Moquin, Director, Risk Management
James Carballo, 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 0761
 Evaluation Requested September 25, 2008
 Evaluation Date October 7, 2008

Meadowbrook Elementary School

Time of Day 4:15 pm

Outdoor Conditions Temperature 85.7 Relative Humidity 63.3 Ambient CO2 364

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
901	70.7	72 - 78	56	30% - 60%	470	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/Plaster		No	No	None		
Flooring	12 x 12 Vinyl		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	No	Yes	Yes	Clean as necessary
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:
 - Cob webs on North wall
 - Temperature was below range at the time of the assessment

Recommendations:

Site Based Maintenance:
 - Wipe down walls to remove spider webs
 - Adjust thermostat to increase temperature
 - Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Location Number
 Evaluation Requested
 Evaluation Date

Meadowbrook Elementary School

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="902"/>	<input type="text" value="69.4"/>	<input type="text" value="72 - 78"/>	<input type="text" value="57.8"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="473"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="2"/>
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="2 x 4 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Wall Type	<input type="text" value="Drywall/Plaster"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Flooring	<input type="text" value="12 x 12 Vinyl"/>		<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="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
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:

- Temperature was below range at the time of the assessment
- Stuffed animals in room
- Dust and debris on HVAC return grills

Recommendations:

Site Based Maintenance:

- Adjust thermostat to increase temperature
- Stuffed animals are a source of dust and allergens. Thoroughly clean stuffed animals regularly or remove from the room.
- Clean HVAC return grills with Wexcide disinfectant solution
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

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Time of Day 4:15 pm

Outdoor Conditions Temperature 85.7 Relative Humidity 63.3 Ambient CO2 364

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
903	71.7	72 - 78	55.5	30% - 60%	457	Max 700 > Ambient	1
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	Drywall/Plaster		No	No	None		
Flooring	12 x 12 Vinyl		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	No	Yes	Yes	Clean as necessary
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:

- Cob webs on North wall
- Temperature was below range at the time of the assessment
- 12 stuffed animals in room

Recommendations:

Site Based Maintenance:

- Wipe down walls to remove spider webs
- Adjust thermostat to increase temperature
- Stuffed animals are a source of dust and allergens. Thoroughly clean stuffed animals regularly or remove from the room.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

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Meadowbrook Elementary School

Time of Day 4:15 pm

Outdoor Conditions Temperature 85.7 Relative Humidity 63.3 Ambient CO2 364

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
904	69.8	72 - 78	59.1	30% - 60%	466	Max 700 > Ambient	2
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/Plaster		No	No	None		
Flooring	12 x 12 Vinyl		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	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings:

- Temperature was below range at the time of the assessment
- Stuffed animals in room

Recommendations:

Site Based Maintenance:

- Adjust thermostat to increase temperature
- Stuffed animals are a source of dust and allergens. Thoroughly clean stuffed animals regularly or remove from the room.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate