

Aston A. Henry, Supervisor
Risk Management Department

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April 13, 2012

Signature on File

TO: Matthew Whaley, Principal
Meadowbrook Elementary School

FROM: Richard Rosa, Project Manager
Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment

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

On February 21, 2012, I conducted an assessment at **Meadowbrook Elementary School**. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

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 site based custodial 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 us at 754-321-1907.

cc: Area Superintendent
Area Directors
Shelley Meloni, Executive Director, Facilities and Construction Management
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance
Sonja Coley, Project Manager III, Facilities and Construction Management
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Broward Teachers Union
Federation of Public Employees

RR/tc
Enc.

IAQ Assessment

Location Number 0761
 Evaluation Requested February 17, 2012
 Evaluation Date February 21, 2012

Meadowbrook Elementary School

Time of Day 12:10 PM

Outdoor Conditions Temperature 83.2 Relative Humidity 39.2 Ambient CO2 465

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
1203	74.8	72 - 78	45.6	30% - 60%	797	Max 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		No		No		None	
Ceiling Type	2 x 2 Lay In		No	No	None		
Wall Type	Tackboard/Drywall		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	No	Yes	Yes	Clean as appropriate
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings

- Dust build up on HVAC return grills
- Dust build up on elevated surfaces
- 5" gap between the last filter and the unit in the AHU that services this room.

Site Based Maintenance:

- Thoroughly clean all elevated surfaces throughout the room.
- Vacuum dust build up on HVAC return grills
- Ensure A/C filters are taped together to prevent bypass
- Room occupant was advised to replace cardboard boxes used for storage with plastic containers with lids
- 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:

- Install a spacer in the AHU to prevent bypass of particulates into the room

- NOTE: Work orders EQ02344 generated 3-21-12