

Aston A. Henry, Director
Risk Management Department

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September 24, 2014

Signature on File

TO: Joanne Schlissel, Principal
Miramar Elementary School

FROM: Richard Rosa, Project Manager
Risk Management Department

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 September 22, 2014, I conducted an assessment at **Miramar 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: Shelley Meloni, Executive Director, Facilities & Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Director, Risk Management
Sonja Coley, Senior Project Manager, Facilities & Construction
Broward Teachers Union
Federation of Public Employees

RR/tc
Enc.

IAQ Assessment

Miramar Elementary

Evaluation Date September 22, 2014

Time of Day 10:45

Outdoor Conditions Temperature 87.8

Relative Humidity 80.8

Ambient CO2 471

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
P1116PK	74.1	72 - 78	57.8	30% - 60%	1378	MAX 700 > Ambient	20
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	Drywall		Yes		No		15 sq ft
Walls	Drywall		No		No		
Floor	12" x 12" Vinyl		Yes		No		stained throw rugs

Ceiling Clean	No	HVAC Supply Grills Clean	No	HVAC Return Grills Clean	No
Walls Clean	Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	N/A
Flooring Clean	Yes	Ceiling at Supply Grills Clean	No		
Room Surfaces Clean	No				

Trash Removed	Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests	No	Drain Traps Wet	N/A	Air Fresheners in Room	No
Room Cluttered	Yes	Food if Stored in Room is in Sealed Containers	N/A		

Mechanical Equipment Location	Bard like HVAC system in classroom			Mechanical Room Clean	N/A
Filters Installed Properly	N/A	Filters Clean	N/A	Inside of HVAC Unit Clean	No
Condensate Pan Clean	N/A	Cooling Coil Clean	N/A		

Fresh Air Intake Location	Behind Bard unit/Exterior wall ▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Grass and landscape ▼		

Observations

Recommend PPO to replace two supply grills, the two closest to the return grill due to heavy rust. The HFSP will clean and wexcide the farthest 4 supply grills.

Corrective Actions to be Completed by Site Based Staff

Shampoo the stains in floor rugs and ventilate	▼
Remove return grill and vacuum	▼
Coordinate a schedule with instructor to clean properly due to clutter	▼
Vacuum and clean North ceiling by return grill	▼
Clean 4 HVAC supply grills with Wexcide	▼
	▼
See Observations for additional information	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce CO2 level in classroom	▼
Replace interior return grill with a filtered return grill and install filter	▼
Replace two HVAC supply grills	▼
	▼
	▼
See Observations for additional information	▼
	▼