

RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Supervisor
Risk Management Department

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August 24, 2012

Signature on File

TO: Cindy Dean, Principal
Mirror Lake Elementary School

FROM: Robert Krickovich, Coordinator I, LEA
Facilities Design and Construction

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 August 16, 2012, I conducted an assessment at **Mirror Lake 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: Directors, School Performance & Accountability
Shelley Meloni, Executive Director, Facilities Design and Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Sonja Coley, Senior Project Manager, Facilities Design and Construction
Broward Teachers Union
Federation of Public Employees

RK/tc
Enc.

IAQ Assessment

Mirror Lake Elementary

Evaluation Date August 16, 2012

Time of Day 11:00

Outdoor Conditions Temperature 88.5 Relative Humidity 64.2 Ambient CO2 432

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
851	73.2	72 - 78	69.8	30% - 60%	458	MAX 700 > Ambient	2
Noticeable Odor		Yes	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		Yes		22 around supply grills
Walls	Drywall		No		Yes		Spotty all walls
Floor	12" x 12" Vinyl		No		No		

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

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

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

Fresh Air Intake Location	Outside of Room ▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Oak Trees ▼		

Observations

Musty odor in room - Ceiling tiles around all supply grills have microbial growth - all walls have spotty microbial growth - all walls wet - Bathroom exhaust fan does not work - Microbial growth on metal restroom door - Must pull exterior room door closed (too much positive pressure) - Air filter packed solid with dust / debris - Had to pull filter from HVAC unit - Now door to room closes without help (dirty filter would not allow return air from room - all air to unit was from outdoors causing high humidity in room and excess positive pressure)

Corrective Actions to be Completed by Site Based Staff

Change filters in all A/C equipment per District	▼
schedule	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair bathroom exhaust fan	▼
Install new ceiling tiles after abatement	▼
Install new wallboard after abatement	▼
Evaluate HVAC for proper operation after abatement	▼
	▼
	▼
	▼
	▼