

Aston A. Henry, Supervisor
Risk Management Department

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

October 29, 2012

Signature on File

TO: Laurel Crowle, Principal
Morrow 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 October 25, 2012, I conducted an assessment at **Morrow 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

Morrow Elementary

Evaluation Date October 25, 2012

Time of Day 1:15

Outdoor Conditions Temperature 83.3

Relative Humidity 73.7

Ambient CO2 468

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
108B	69.8	72 - 78	58.5	30% - 60%	880	MAX 700 > Ambient	1
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		No		
Walls	Tack Board		No		No		
Floor	12" x 12" Vinyl		No		No		

Ceiling Clean	Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	N/a
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	Yes				

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

Mechanical Equipment Location	FISH 104	Mechanical Room Clean	Yes
Filters Installed Properly	Yes	Filters Clean	Yes
Condensate Pan Clean	Yes	Cooling Coil Clean	Yes
		Inside of HVAC Unit Clean	Yes

Fresh Air Intake Location	Roof top ▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	None ▼		

Observations

No room 108 - 108A, B, & C are all one room separated by vinyl partitions - Plenum air return through light fixtures - Ceilings at supply grills dirty (3 - need cuts PPO)

3 stained ceiling tiles in corridor outside of room 127 - 3 stained ceiling tiles in center of room 125

Corrective Actions to be Completed by Site Based Staff

	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Remove and replace ceiling tiles at HVAC	▼
supply grills - require cuts	▼
Evaluate and repair cause of stained ceiling tiles	▼
in corridor outside of room 127 and in room 125	▼
Remove and replace stained ceiling tiles in room	▼
125 and 127	▼
	▼
	▼

IAQ Assessment

Morrow Elementary

Evaluation Date October 25, 2012

Time of Day 1:15

Outdoor Conditions Temperature 83.3

Relative Humidity 73.7

Ambient CO2 468

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
116	69.2	72 - 78	56.3	30% - 60%	877	MAX 700 > Ambient	1
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="checkbox"/> Yes		<input type="checkbox"/> No		<input type="checkbox"/> No		<input style="width: 100%;" type="text"/>	
Ceiling	<input style="width: 100%;" type="text" value="2' X 4' Lay in"/>		<input type="checkbox"/> No	<input type="checkbox"/> No		<input style="width: 100%;" type="text"/>	
Walls	<input style="width: 100%;" type="text" value="Tack Board"/>		<input type="checkbox"/> No	<input type="checkbox"/> No		<input style="width: 100%;" type="text"/>	
Floor	<input 12"="" style="width: 100%;" type="text" value="12" vinyl"="" x=""/>		<input type="checkbox"/> No	<input type="checkbox"/> No		<input style="width: 100%;" type="text"/>	

Ceiling Clean	<input type="checkbox"/> Yes	HVAC Supply Grills Clean	<input type="checkbox"/> No	HVAC Return Grills Clean	<input type="checkbox"/> N/a
Walls Clean	<input type="checkbox"/> Yes	Inside of Supply Duct Clean	<input type="checkbox"/> Yes	Inside of Return Duct Clean	<input type="checkbox"/> N/A
Flooring Clean	<input type="checkbox"/> Yes	Ceiling at Supply Grills Clean	<input type="checkbox"/> No		
Room Surfaces Clean	<input type="checkbox"/> Yes				

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

Mechanical Equipment Location	<input style="width: 95%;" type="text" value="FISH 104"/>	Mechanical Room Clean	<input type="checkbox"/> Yes
Filters Installed Properly	<input type="checkbox"/> Yes	Filters Clean	<input type="checkbox"/> Yes
Condensate Pan Clean	<input type="checkbox"/> Yes	Cooling Coil Clean	<input type="checkbox"/> Yes
		Inside of HVAC Unit Clean	<input type="checkbox"/> Yes

Fresh Air Intake Location	<input style="width: 95%;" type="text" value="Roof top"/>	Fresh Air Intake Free of Obstruction	<input type="checkbox"/> Yes
Pollutant Sources Near Air Intake	<input style="width: 95%;" type="text" value="None"/>		

Observations

Stale odor in room - Plenum air return through light fixtures - Ceilings at supply grills dirty (4 - need cuts PPO) - Supply grills dirty - exhaust fan in 116A not working heavy - urine odor

Corrective Actions to be Completed by Site Based Staff

Clean HVAC supply grills with Wexcide	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Remove and replace ceiling tiles at HVAC	▼
supply grills - require cuts	▼
Evaluate and repair exhaust fan	▼
	▼
	▼
	▼
	▼
	▼

