

RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Supervisor
Risk Management Department

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June 22, 2009

Signature on File

TO: Ms. Camille LaChance, Principal
North Side Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 103 and 208

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

On April 21, 2009 I conducted an assessment of FISH 103 and 208 at **North Side 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.

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. 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 754-321-1900.

cc: Dr. Verda Farrow, Area Superintendent
Jan Beal, Area Director
Jeffrey S. Moquin, Executive Director, Support Operations
Aston A. Henry, Supervisor, Risk Management
Frank Alfieri, Project Manager, Facilities and Construction Management
Dane Ramson, 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 0041

North Side Elementary School

Evaluation Requested March 26, 2009

Time of Day 11:00 am

Evaluation Date April 21, 2009

Outdoor Conditions Temperature 73.7 Relative Humidity 85.1 Ambient CO2 509

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
103	74.5	72 - 78	68.5	30% - 60%	876	Max 700 > Ambient	2
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Yes		No		No		None	
Ceiling Type			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:

- Humidity level was elevated at the time of the assessment
- Slight musty odor in room

Recommendations:

Site Based Maintenance:

- 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:

- Evaluate HVAC system for proper operation and repair as appropriate to lower humidity level

IAQ Assessment

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North Side Elementary School

Evaluation Requested March 26, 2009

Time of Day 11:00 am

Evaluation Date April 21, 2009

Outdoor Conditions Temperature 73.7 Relative Humidity 85.1 Ambient CO2 509

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
208	78.2	72 - 78	80	30% - 60%	641	Max 700 > Ambient	2
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		No		No		None	
Wall Type		No		No		None	
Flooring		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:

- Windows were open at the time of the assessment

Recommendations:

Site Based Maintenance:

- Ensure that windows and doors remain closed at all times. Open doors and windows allow humid untreated air into occupied environment.

- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate