

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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December 21, 2007

Signature on File

TO: Ms. Joanne Krisel, Principal
Oakland Park Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 405

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

On October 11, 2007 I conducted an assessment of FISH 405 at **Oakland Park 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.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby presenting immediate health and safety concerns 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 754-321-3200.

cc: Dr. Leontine Butler, Area Superintendent
Toni Weissberg, Area Director
Jeffrey S. Moquin, Director, Risk Management
Robert Goode, 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 0031

Oakland Park Elementary School

Evaluation Requested October 2, 2007

Time of Day 1:10 pm

Evaluation Date October 11, 2007

Outdoor Conditions Temperature 85.8 Relative Humidity 67.3 Ambient CO2 482

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
405	67.7	72 - 78	57.6	30% - 60%	674	Max 700 > Ambient	24
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	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Walls	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Flooring	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
HVAC Supply Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
HVAC Return Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Ceiling at Supply Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Surfaces in Room	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	Clean as appropriate

Observations

Findings:

- Odor in room from art supplies
- Temperature was low at the time of the assessment - thermostat was adjusted at the time of the assessment
- A/C return vent was blocked - Occupant removed box at the time of the assessment
- Excessive clutter in room and dust build up on environmental surfaces

Recommendations:

Site Based Maintenance:

- Ensure that thermostat is set correctly
- Ensure that A/C return vent is not blocked
- Encourage occupant to reduce clutter to assist custodial staff with dusting and cleaning efforts
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate