

Aston A. Henry, Director
Risk Management Department

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October 28, 2013

Signature on File

TO: Michelle Garcia, Principal
Oakland Park Elementary School

FROM: Robert Krickovich, Coordinator I, LEA
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 October 25, 2013, I conducted an assessment at **Oakland Park 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, Task Assigned Chief Facilities & Construction Officer, 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

RK/tc
Enc.

IAQ Assessment

Oakland Park Elementary

Evaluation Date October 25, 2013

Time of Day 1:50

Outdoor Conditions Temperature 83.3 Relative Humidity 48.6 Ambient CO2 484

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
1304	68.9	72 - 78	73.3	30% - 60%	462	MAX 700 > Ambient	1
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		Yes		No		2 stained tiles
Walls	Drywall		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean		Yes	HVAC Supply Grills Clean		No		HVAC Return Grills Clean Yes
Walls Clean		Yes	Inside of Supply Duct Clean		Yes		Inside of Return Duct Clean Yes
Flooring Clean		Yes	Ceiling at Supply Grills Clean		Yes		
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 Q-Tec in room				Mechanical Room Clean N/A	
Filters Installed Properly		Yes	Filters Clean		Yes		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		None ▼					

Observations

Humidistat set for 50% - Thermostat has lock box and is not accessible - Ceiling tiles around bard unit water stained - Restroom light and exhaust fan not working - Ceiling tiles around bard units in other rooms stained - (PPO to check operation of all units and repair cause of water stained ceiling tiles and replace ceiling tiles as needed in entire building)

Corrective Actions to be Completed by Site Based Staff

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

Corrective Actions to be Completed by PPO

Set temperature to 72 - 78 degrees	▼
Repair HVAC to reduce humidity level	▼
Evaluate HVAC for proper operation	▼
Repair exhaust fan in 1304A	▼
Evaluate and repair cause of stained ceiling tiles throughout the building and replace ceiling tiles	▼
Evaluate HVAC in all rooms throughout the bldg.	▼
	▼

IAQ Assessment

Oakland Park Elementary

Evaluation Date October 25, 2013

Time of Day 1:50

Outdoor Conditions Temperature 83.3 Relative Humidity 48.6 Ambient CO2 484

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
1311	64.0	72 - 78	47.5	30% - 60%	481	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	Drywall		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	Yes	HVAC Supply Grills Clean		No	HVAC Return Grills Clean		Yes
Walls Clean	Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean		Yes			
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	Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location	Bard Q-Tec in room					Mechanical Room Clean	N/A
Filters Installed Properly	Yes	Filters Clean		Yes	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	None ▼						

Observations

Humidistat set for 70% - (I reset to 50%) - Thermostat has lock box and is not accessible - Room cluttered, bags and boxes on floors and shelves - Ceiling tiles around bard unit recently replaced - Restroom exhaust fan not working - Ceiling tiles around bard units in other rooms stained - (PPO to check operation of all units and repair cause of water stained ceiling tiles and replace ceiling tiles as needed in entire building)

Corrective Actions to be Completed by Site Based Staff

Encourage occupant to reduce clutter	▼
Room too cluttered to clean properly	▼
Clean HVAC supply grills with Wexcide	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set temperature to 72 - 78 degrees	▼
Repair exhaust fan in 1311A	▼
Evaluate HVAC for proper operation	▼
Repair HVAC above this room	▼
	▼
	▼
	▼
	▼

IAQ Assessment

Oakland Park Elementary

Evaluation Date October 25, 2013

Time of Day 1:50

Outdoor Conditions Temperature 83.3 Relative Humidity 48.6 Ambient CO2 484

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
1312	69.4	72 - 78	64.3	30% - 60%	475	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	Drywall		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	Yes	HVAC Supply Grills Clean		No	HVAC Return Grills Clean		Yes
Walls Clean	Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean		Yes			
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	Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location	Bard Q-Tec in room					Mechanical Room Clean	N/A
Filters Installed Properly	Yes	Filters Clean		Yes	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	None ▼						

Observations

Humidistat set for 50% - Thermostat has lock box and is not accessible - Room cluttered, - Restroom exhaust fan not working - Ceiling tiles around bard units in other rooms stained - (PPO to check operation of all units and repair cause of water stained ceiling tiles and replace ceiling tiles as needed in entire building)

Corrective Actions to be Completed by Site Based Staff

Encourage occupant to reduce clutter	▼
Room cannot be cleaned properly	▼
Clean HVAC supply grills with Wexcide	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set temperature to 72 - 78 degrees	▼
Repair exhaust fan in 1312A	▼
Evaluate HVAC for proper operation	▼
Repair HVAC to reduce CO2 level	▼
	▼
Repair cause of stained ceiling tile in 1315	▼
Right side of window	▼
	▼