

Aston A. Henry, Director
Risk Management Department

Telephone: 754 321-1900
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February 14, 2014

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 February 12, 2014, 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 February 12, 2014

Time of Day 1:20

Outdoor Conditions Temperature 82.2

Relative Humidity 61.7

Ambient CO2 471

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
403	73.7	72 - 78	44.2	30% - 60%	591	MAX 700 > Ambient	8
Noticeable Odor		<input type="checkbox"/> Yes	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		No		
Walls	Plaster		No		No		
Floor	12" x 12" Vinyl		No		No		

Ceiling Clean	<input type="checkbox"/> Yes	HVAC Supply Grills Clean	<input type="checkbox"/> Yes	HVAC Return Grills Clean	<input type="checkbox"/> Yes
Walls Clean	<input type="checkbox"/> Yes	Inside of Supply Duct Clean	<input type="checkbox"/> Yes	Inside of Return Duct Clean	<input type="checkbox"/> Yes
Flooring Clean	<input type="checkbox"/> Yes	Ceiling at Supply Grills Clean	<input type="checkbox"/> Yes		
Room Surfaces Clean	<input type="checkbox"/> Yes				

Trash Removed	<input type="checkbox"/> Yes	Exhaust Fans Working	<input type="checkbox"/> N/A	Unapproved Chemicals / Cleaners in Room	<input type="checkbox"/> No
Signs of Pests	<input type="checkbox"/> No	Drain Traps Wet	<input type="checkbox"/> N/A	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	FISH 411	Mechanical Room Clean	<input type="checkbox"/> No
Filters Installed Properly	<input type="checkbox"/> Yes	Filters Clean	<input type="checkbox"/> No
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	Outside of Room ▼	Fresh Air Intake Free of Obstruction	<input type="checkbox"/> Yes
Pollutant Sources Near Air Intake	None ▼		

Observations

Odor of old wood - classroom in old building - Window not sealed properly, not installed properly - Heavy dust and debris inside of mechanical room

Corrective Actions to be Completed by Site Based Staff

Clean inside of mechanical room 411	▼
Remove and replace A/C filters	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Replace threshold of room 411 to prevent	▼
dirt being blown into room	▼
	▼
Repair / Replace window to prevent	▼
water intrusion	▼
	▼
	▼
	▼

IAQ Assessment

Oakland Park Elementary

Evaluation Date February 12, 2014

Time of Day 1:20

Outdoor Conditions Temperature 82.2

Relative Humidity 61.7

Ambient CO2 471

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
406	72.5	72 - 78	54.2	30% - 60%	698	MAX 700 > Ambient	2
Noticeable Odor		<input type="checkbox"/> Yes	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		No		
Walls	Plaster		Yes		No		
Floor	12" x 12" Vinyl		No		No		

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

Trash Removed	<input checked="" type="checkbox"/> Yes	Exhaust Fans Working	<input checked="" type="checkbox"/> Yes	Unapproved Chemicals / Cleaners in Room	<input type="checkbox"/> No
Signs of Pests	<input type="checkbox"/> No	Drain Traps Wet	<input checked="" 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	N/A		

Mechanical Equipment Location	FISH 410	Mechanical Room Clean	<input type="checkbox"/> No
Filters Installed Properly	<input checked="" type="checkbox"/> Yes	Filters Clean	<input type="checkbox"/> No
Condensate Pan Clean	<input checked="" type="checkbox"/> Yes	Cooling Coil Clean	<input checked="" type="checkbox"/> Yes
		Inside of HVAC Unit Clean	<input checked="" type="checkbox"/> Yes

Fresh Air Intake Location	Outside of Room	Fresh Air Intake Free of Obstruction	<input checked="" type="checkbox"/> Yes
Pollutant Sources Near Air Intake	Trees		

Observations

Odor of old wood - classroom in old building - Heavy dust build up on HVAC supply grills and ceilings at supply grills - Water damaged wall material at door to restroom 406A - Heavy dust and debris inside of mechanical room

- Corrective Actions to be Completed by Site Based Staff**
- | | |
|--|---|
| Clean ceilings around HVAC supply grills | ▼ |
| Clean HVAC supply grills with Wexcide | ▼ |
| Remove and replace A/C filters | ▼ |
| Clean inside of mechanical room 410 | ▼ |
| | ▼ |
| | ▼ |
| | ▼ |
| | ▼ |

- Corrective Actions to be Completed by PPO**
- | | |
|---|---|
| Replace ceiling tiles at HVAC supply grills - Cuts | ▼ |
| Evaluate and repair cause of water damaged wall material near door to restroom 406A | ▼ |
| Remove and replace wall material as necessary | ▼ |
| | ▼ |
| Replace threshold of room 410 to prevent dirt being blown into room | ▼ |
| | ▼ |