

## managing risk with responsibility

Aston A. Henry, Director	
Risk Management Departme	nt

August 27, 201

TO:

FROM:

SUBJECT:

 Telephone:
 754 321-1900

 Fax:
 754 321-1917

Signature on File	For Custodial Supervisor Use Only
Michelle Garcia, Principal	Custodial Issues Addressed
Oakland Park Elementary School	Custodial Issues Not Addressed
Dan Meyer, Project Manager	
Risk Management Department	
Indoor Air Quality (IAQ) Assessment	

On August 25, 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 not identify any existing conditions significantly impacting IAQ or 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 allergens and / or conditions noted 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 any item/s identified and noted 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, Executive Director, 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

DM/tc Enc.

	IAQ Assessi	ment		
Oakland Park Elem	nentary Evaluation Dat	e August 25, 2014	Time of Day 10:50	0 AM
Outdoor Conditions Temperature	88.6 Relative	Humidity 71.3	Ambient CO2 45	7
FishTemperatureRange40674.672 - 78		Range         Co           % - 60%         81		21
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsPlaster / DrywallFloor12" x 12" Vinyl	No No	No No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes Room Surfaces Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply	Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Clean	Grills Clean	Yes		
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location	Filters Clean Cooling Coil Clean		Mechanical Room Clean Inside of HVAC Unit Clean	
Fresh Air Intake Location		▼ ▼	Fresh Air Intake Free of Obstruction	
Observations				
No odor in classroom. North Area Ma bathroom. Exhaust fan was running.			h handle on the toilet in the o	

Corrective Actions to be Completed by Site Based Staff

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## Corrective Actions to be Completed by PPO

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