

managing risk with responsibility

Aston A. Henry, Director Risk Management Department		Telephone:754 321-1900Fax:754 321-1917
May 27, 2015	Signature on File	For Custodial Supervisor Use Only
TO:	Michelle Garcia, Principal	Custodial Issues Addressed
FROM:	Oakland Park Elementary Daniel Meyer, Project Manager	Custodial Issues Not Addressed

SUBJECT: Indoor Air Quality (IAQ) Assessment

Risk Management Department

On May 26, 2015, 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 754-321-1900.

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/jj Enc.

IAQ Assessment							
Oakland Parl	k Elementary Evaluation Dat	e May 26, 2015	Time of Day 10:	00 AM			
Outdoor Conditions Temper	rature 84.6 Relative	Humidity 52.1	Ambient CO2 4	28			
		Range CO % - 60% 840		ccupants 3			
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected				
Ceiling2' X 4' Lay inWallsDrywallFloor12" x 12" Vinyl	No No No	No No No					
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes			
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes			
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes					
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No			
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners in Room	No			
Mechanical Equipment Location	Bard like HVAC system in clas	ssroom	Mechanical Room Clean	N/A			
Filters Installed Properly	s Filters Clean	Yes	Inside of HVAC Unit Clean	Yes			
Condensate Pan Clean Ye	s Cooling Coil Clean	Yes					
Fresh Air Intake Location	Behind Bard unit/Exterior wal	I V	Fresh Air Intake Free				
Pollutant Sources Near Air Intake	Νο	▼					
Observations							
	ow of the IAQ concerns for this classrooms. Temperature's and g).						

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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