

**Risk Management Department** 

## managing risk with responsibility

Telephone:754 321-1900Fax:754 321-1917

September 21	, 2012 Signature on File	For Custodial Supervisor Use Only
TO:	Zaida Prendes, Principal <b>Orange Brook Elementary School</b>	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manager Facilities Design and Construction	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On September 19, 2012, I conducted an assessment at **Orange Brook 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: Directors, School Performance & Accountability Shelley Meloni, Executive Director, Facilities Design and Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division Aston Henry, Supervisor, Risk Management Sonja Coley, Senior Project Manager, Facilities Design and Construction Broward Teachers Union Federation of Public Employees

RR/tc Enc.

IAQ Assessment				
Orange Brook	Elementary Evaluation Date	e September 19, 2012	2 Time of Day 2	2:15
Outdoor Conditions Tempera	ature 86 Relative	Humidity 71.2	Ambient CO2 4	15
		Range CO <sup>2</sup> % - 60% 780		cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' x 4'WallsDrywallFloorCarpet	Yes No No	No No No	< 1 sq ft by return gr	
Ceiling CleanNoWalls CleanYesFlooring CleanYesRoom Surfaces CleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	N/A N/A
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Thru exterior wall Bus loading zone	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations Periodic times throughout the su leaked on to the ceiling tile, hence				uctwork

Corrective Actions to be Completed by Site Based Staff

Remove and replace stained ceiling tiles	▼
Clean HVAC supply grills with Wexcide	▼
Generate a work order for PPO to replace tiles	▼
requiring cuts	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

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IAQ Assessment				
Orange Brook	Elementary Evaluation Date	e September 19, 2012	2 Time of Day 2	2:45
Outdoor Conditions Tempera	ature 86 Relative	Humidity 71.2	Ambient CO2 4	15
		Range CO <sup>2</sup> % - 60% 778		cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' x 4'WallsDrywallFloorCarpet	Yes No No	No No No	< 6sq ft by return gr	
Ceiling CleanNoWalls CleanYesFlooring CleanYesRoom Surfaces CleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
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Corrective Actions to be Completed by PPO

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