

# RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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January 28, 2010

**Signature on File**

TO: Ms. Dorothy Cain, Principal  
**Palm Cove Elementary School**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 908 and 922**

<b>For Custodial Supervisor Use Only</b>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
_____	
_____	

On January 4, 2010, I conducted an assessment of FISH 908 and 922 at **Palm Cove Elementary School**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby 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 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 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 me at 754-321-1900.

cc: Dr. Joel Herbst, Area Superintendent  
Valerie Wanza, Area Director  
Jeffrey S. Moquin, Executive Director, Support Operations  
Aston Henry, Supervisor, Risk Management  
Bertram Lewars, Project Manager, Facilities and Construction Management  
Steve Feldman, Broward Teachers Union  
Roy Jarrett, Federation of Public Employees  
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1  
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division  
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

ES/tc  
Enc.

# IAQ Assessment

Location Number 3311

Palm Cove Elementary School

Evaluation Requested January 4, 2010

Time of Day 2:15 pm

Evaluation Date January 4, 2010

Outdoor Conditions      Temperature 67.1      Relative Humidity 21.8      Ambient CO2 388

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<span style="border: 1px solid black; padding: 2px;">908</span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;">72 - 78</span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;">30% - 60%</span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;">Max 700 &gt; Ambient</span>	<span style="border: 1px solid black; padding: 2px;">2</span>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">None</span>	
Ceiling Type	<span style="border: 1px solid black; padding: 2px;">Concrete</span>		<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">None</span>		
Wall Type	<span style="border: 1px solid black; padding: 2px;">Drywall</span>		<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">North and East Wall</span>		
Flooring	<span style="border: 1px solid black; padding: 2px;">Concrete</span>		<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Various</span>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;"></span>
Walls	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Wipe down with Wexcide disinfectant</span>
Flooring	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Clean and sanitize</span>
HVAC Supply Grills	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;">N/A</span>
HVAC Return Grills	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;">N/A</span>
Ceiling at Supply Grills	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;">N/A</span>
Surfaces in Room	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;">N/A</span>

**Observations**

**Findings: Mechanical Room - non occupied space**

- Visible microbial growth on North and East wall
- Signs of rust on flooring

**Site Based Maintenance:**

- Wipe down walls with Wexcide disinfectant solution. If growth returns contact COMPASS to generate a work order for Physical Plant Operations to evaluate.
- Thoroughly clean and sanitize flooring
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

# IAQ Assessment

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Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
922		72 - 78		30% - 60%		Max 700 > Ambient	2
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		Yes		No		None	
Wall Type		Yes		Yes		North and West Wall	
Flooring		Yes		No		Various	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	No	Yes	Yes	Wipe down with Wexcide disinfectant
Flooring	No	Yes	Yes	Clean and sanitize
HVAC Supply Grills				N/A
HVAC Return Grills				N/A
Ceiling at Supply Grills				N/A
Surfaces in Room				N/A

## Observations

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