

Aston A. Henry, Director

managing risk with responsibility

754 321-1900

Telephone:

Risk Managen	nent Department	Fax: 754 321-1917
June 12, 2014	Signature on File	For Custodial Supervisor Use Only
TO:	Dorothy Cain, Principal Palm Cove Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On June 10, 2014, I conducted an assessment at **Palm Cove 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

RR/tc Enc.

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IAQ Assessment

Palm Cove Elementar	<u>y</u> Evaluation Date	te June 10, 2014	Time of Day1:0	00				
Outdoor Conditions Temperature	88.1 Relative	e Humidity 63.0	Ambient CO2 421					
Fish Temperature Range 621 69.8 72 - 78		Range CO ² % - 60% 433	Range # Occ MAX 700 > Ambient	upants				
Noticeable Odor No Vis	sible water damage / staining?	Visible microbial growth?	Amount of material affected					
Ceiling 2'x2'/2'x4' Lay in	Yes	No	< 2 sq ft					
Walls Drywall/Tackboard	No	No						
Floor 12" x 12" Vinyl	No	No						
Ceiling Clean No Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	No				
Flooring Clean No	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes				
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes						
	xhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No				
Signs of Pests No	Drain Traps Wet	N/A	Air Frankanara	N _a				
itooni olattoroa ito	od if Stored in Room is Sealed Containers	N/A	Air Fresheners in Room	No				
Mechanical Equipment Location FISH 620 Mechanical Room Clean Yes								
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes				
Condensate Pan Clean Yes Cooling Coil Clean Yes								
Fresh Air Intake Location								
Pollutant Sources Near Air Intake								
Observations								
HVAC coil has recently been cleaned. Roo	fers were on scene t	o repair roof leak, no w	ork order is necessary. 62°	1A				
restroom wall tiles are falling off the wall, remove old tile, replace and grout. School staff is recommended to repair ceiling tiles in storage room, to fit properly in the ceiling grid.								
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO								
The floor is due for summer clear	ning ▼		reduce humidity level	▼				
Repair ceiling tiles in 621B	▼		ıre to 72 - 78 degrees	▼				
Vacuum/wipe return grill ▼ Replace loose wall tile and grout								
▼								

IAQ Assessment

Palm Cove Elementary Eva	Aluation Date June 10, 2014 Time of Day 12:30							
Outdoor Conditions Temperature 88.1	Relative Humidity 63.0 Ambient CO2 421							
Fish Temperature Range Relative Hur 622 70.8 72 - 78 64.5	midity Range CO ² Range # Occupants 30% - 60% 435 MAX 700 > Ambient							
Noticeable Odor No Visible water da staining? Ceiling 2'x2'/2'x4' Lay in No								
Walls Drywall/Tackboard No Floor 12" x 12" Vinyl No	No No							
Ceiling Clean Yes HVAC Su Grills Clean Yes	Iean Yes Grills Clean No							
Flooring Clean No Duct Cle	at Supply							
Trash Removed Yes Exhaust Fans Signs of Pests No Drain T	S Working Yes Unapproved Chemicals / Cleaners in Room No Traps Wet N/A Air Fresheners No							
Room Cluttered No Food if Stored in Room is in Room in Sealed Containers N/A in Room								
Mechanical Equipment Location FISH 623 Filters Installed Properly Yes Filte Condensate Pan Clean Yes Cooling	ers Clean Yes Inside of HVAC Unit Clean Yes							
Fresh Air Intake Location Exterior corridor Pollutant Sources Near Air Intake	Fresh Air Intake Free of Obstruction							
Observations HVAC coil has recently been cleaned.								
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO								
The floor is due for summer cleaning Vacuum/wipe return grill	▼ Repair HVAC to reduce humidity level ▼ ▼ Set temperature to 72 - 78 degrees ▼							
Replace ceiling tile adjacent to HVAC supply grills ▼								
	▼ ▼							
	 							

IAQ Assessment

Palm Cove Elementary Eval	June 10, 2014 Time of Day 12:00						
Outdoor Conditions Temperature 88.1	Relative Humidity 63.0 Ambient CO2 421						
Fish Temperature Range Relative Hun 625 69.2 72 - 78 62.6	nidity Range CO ² Range # Occupants 30% - 60% 426 MAX 700 >						
Noticeable Odor No Visible water da staining? Ceiling 2'x2'/2'x4' Lay in No	growth? material affected						
Ceiling 2'x2'/2'x4' Lay in No Walls Drywall/Tackboard No Floor 12" x 12" Vinyl No	No No No						
Ceiling Clean Yes HVAC Su Grills Clean Yes Inside of	upply Yes HVAC Return No Grills Clean No						
Room Surfaces Clean No Duct Cle Room Surfaces Clean O Ceiling a Grills Cle	at Supply						
Trash Removed Yes Exhaust Fans Signs of Pests Yes Drain T Room Cluttered No Food if Stored in in Sealed Contain	Cleaners in Room Air Fresheners No No No No No No No No No N						
Mechanical Equipment Location FISH 624 Filters Installed Properly Yes Filter Condensate Pan Clean Yes Cooling Co	Mechanical Room Clean Yes rs Clean Yes Inside of HVAC Unit Clean Yes oil Clean Yes						
Fresh Air Intake Location Exterior corridor Pollutant Sources Near Air Intake	Fresh Air Intake Free of Obstruction						
Observations HVAC coil has recently been cleaned.							
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO							
The floor is due for summer cleaning Clean cobwebs from low corners Vacuum/wipe return grill	▼ Repair HVAC to reduce humidity level ▼ ▼ Set temperature to 72 - 78 degrees ▼ ▼ ▼						
Clean/replace ceiling tile adj. to HVAC supply grills Monitor insects by windows and treat if necessary	V						