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Risk Management Department

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December 11, 2012

Signature on File

TO: Elaine Saef, Principal
Panther Run Elementary School

FROM: Richard Rosa, Project Manager
Facilities Design and Construction

SUBJECT: Indoor Air Quality (IAQ) Assessment

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

On November 28, 2012, I conducted an assessment at **Panther Run 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: 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

Panther Run Elementary

 Evaluation Date November 28, 2012

 Time of Day 11:30

 Outdoor Conditions Temperature 78.4

 Relative Humidity 63.1

 Ambient CO2 437

| Fish | Temperature | Range | Relative Humidity | Range | CO ² | Range | # Occupants |
|--|-----------------|-----------------------------------|---|---|----------------------------------|--|------------------------------------|
| 161 | 73.7 | 72 - 78 | 47.5 | 30% - 60% | 1106 | MAX 700 > Ambient | |
| Noticeable Odor | | No | Visible water damage / staining? | | Visible microbial growth? | | Amount of material affected |
| Ceiling | 2' x 4' | No | | No | | | |
| Walls | Drywall | Yes | | No | | < 3 sq ft | |
| Floor | 12" x 12" Vinyl | No | | No | | | |
| Ceiling Clean | | No | | HVAC Supply Grills Clean | | HVAC Return Grills Clean | |
| No | | Yes | | No | | No | |
| Walls Clean | | No | | Inside of Supply Duct Clean | | Inside of Return Duct Clean | |
| No | | Yes | | Yes | | Yes | |
| Flooring Clean | | Yes | | Ceiling at Supply Grills Clean | | No | |
| Yes | | No | | No | | | |
| Room Surfaces Clean | | No | | Exhaust Fans Working | | Unapproved Chemicals / Cleaners in Room | |
| No | | Yes | | Yes | | No | |
| Trash Removed | | Yes | | Drain Traps Wet | | Air Fresheners in Room | |
| Yes | | Yes | | N/A | | No | |
| Signs of Pests | | Yes | | Food if Stored in Room is in Sealed Containers | | N/A | |
| Yes | | Yes | | N/A | | | |
| Room Cluttered | | Yes | | | | | |
| Yes | | | | | | | |
| Mechanical Equipment Location | | FISH 163 | | | | Mechanical Room Clean | |
| | | Yes | | Yes | | Yes | |
| Filters Installed Properly | | Yes | | Filters Clean | | Inside of HVAC Unit Clean | |
| Yes | | Yes | | Yes | | Yes | |
| Condensate Pan Clean | | Yes | | Cooling Coil Clean | | Yes | |
| Yes | | Yes | | Yes | | | |
| Fresh Air Intake Location | | Thru exterior wall | | | | Fresh Air Intake Free of Obstruction | |
| | | ▼ | | | | Yes | |
| Pollutant Sources Near Air Intake | | Trees at same elevation as intake | | | | | |
| | | ▼ | | | | | |

Observations

There was no odor of any kind during the time of assessment. The HFSP states that there is an odor on Monday mornings after the HVAC system has been off all weekend and that there are cats that congregate by the fresh air vent. I questioned the incorrect use of Wexcide, which may be the cause of the unpleasant odor and he states absolutely not. Above the drop ceiling, the staining starts in the area of stress cracks and concrete imperfections, left of windows. Insect droppings under the sink cabinet. The room is cluttered with classroom kindergarten supplies, the supplies accumulate build up of dust that may irritate the instructor when moved.

Corrective Actions to be Completed by Site Based Staff

| | |
|--|---|
| Clean ceilings around HVAC supply grills | ▼ |
| Thoroughly clean elevated surfaces | ▼ |
| Vacuum/wipe HVAC return grill | ▼ |
| Generate a work order for pest control | ▼ |
| Clean restroom exhaust fan grill | ▼ |
| Wipe wall stain with Wexcide and monitor | ▼ |
| Encourage occupant to reduce clutter | ▼ |
| | ▼ |

Corrective Actions to be Completed by PPO

| | |
|---|---|
| Evaluate and repair cause of water damage | ▼ |
| Remove and replace wall material as necessary | ▼ |
| | ▼ |
| | ▼ |
| | ▼ |
| | ▼ |
| See observations for additional info | ▼ |
| | ▼ |
| | ▼ |

