

RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Supervisor
Risk Management Department

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September 20, 2010

Signature on File

TO: Mr. Donald Gardner, Principal
Park Lakes Elementary School

FROM: Aston A. Henry, Supervisor
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 210

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

On September 16, 2010, I conducted an assessment of FISH 210 at **Park Lakes 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. Desmond Blackburn, Area Superintendent
Jan Beal, Area Director
Jeffrey S. Moquin, Executive Director, Support Operations
Greg Boardman, Project Manager, Facilities and Construction Management
Dane Ramson, Broward Teachers Union
Roy Jarrett, Federation of Public Employees
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

AH/tc
Enc.

IAQ Assessment

Location Number 3761

Park Lakes Elementary School

Evaluation Requested September 16, 2010

Time of Day 9:30 am

Evaluation Date September 16, 2010

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
210		72 - 78		30% - 60%		Max 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		No		No		None	
Ceiling Type	2 x 4 Lay In		No	No	None		
Wall Type	Drywall		No	No	None		
Flooring	12 x 12 Vinyl		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings

- No signs of microbial growth or water intrusion identified at the time of the assessment
- Odor from storage bins identified at the time of the assessment
- Excessive clutter in room

Site Based Maintenance:

- Remove storage bins from room
- Thoroughly clean and sanitize all surfaces throughout the room. Reduce clutter to assist with cleaning efforts
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate