

Aston A. Henry, Director  
Risk Management Department

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July 15, 2013

Signature on File

TO: Orinthia Dias, Principal  
**Park Lakes Elementary School**

FROM: Robert Krickovich, Coordinator I, LEA  
Risk Management Department

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 July 8, 2013, I conducted an assessment at **Park Lakes 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

RK/tc  
Enc.

# IAQ Assessment

Park Lakes Elementary

Evaluation Date July 8, 2013

Time of Day 1:40

Outdoor Conditions    Temperature 89.4

Relative Humidity 57.4

Ambient CO2 501

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
129	73.5	72 - 78	46.2	30% - 60%	1053	MAX 700 > Ambient	20
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		2' X 4' Lay in		Drywall		12" x 12" Vinyl	
Yes		No		No		No	
Yes		No		No		No	
No		No		No		No	
Ceiling Clean		Walls Clean		Flooring Clean		Room Surfaces Clean	
Yes		Yes		No		No	
HVAC Supply Grills Clean		Inside of Supply Duct Clean		Ceiling at Supply Grills Clean		HVAC Return Grills Clean	
No		Yes		Yes		No	
Exhaust Fans Working		Drain Traps Wet		Food if Stored in Room is in Sealed Containers		Unapproved Chemicals / Cleaners in Room	
Yes		Yes		N/A		No	
Signs of Pests		Room Cluttered				Air Fresheners in Room	
No		No				No	
Mechanical Equipment Location		Filters Installed Properly		Condensate Pan Clean		Mechanical Room Clean	
FISH 125		Yes		Yes		Yes	
Filters Clean		Cooling Coil Clean		Inside of HVAC Unit Clean			
No		Yes		Yes			
Fresh Air Intake Location		Pollutant Sources Near Air Intake				Fresh Air Intake Free of Obstruction	
Roof Top		No				Yes	

**Observations**

1 stained ceiling tile over large cabinet left of sink. No signs of water damage or microbial growth above ceiling. Water appears to be coming from around sink drain on second floor. Dust and debris on flooring, HVAC supply and return grills, A/C filters and surfaces throughout the room.

**Corrective Actions to be Completed by Site Based Staff**

Clean HVAC supply and return grills with Wexcide	▼
Thoroughly clean and sanitize flooring	▼
Remove and replace A/C filters	▼
Thoroughly clean all surfaces	▼
	▼
	▼
	▼
	▼

**Corrective Actions to be Completed by PPO**

Evaluate and repair cause of stained ceiling tiles	▼
Remove and replace stained ceiling tiles	▼
Water appears to be coming from second floor sink drain	▼
	▼
	▼
	▼
	▼