

managing risk with responsibility

Aston A.	Henry,	Direc	tor
Risk Man	agemen	t Dep	artment

 Telephone:
 754 321-1900

 Fax:
 754 321-1917

August 14, 2	014 Signature on File	For Custodial Supervisor Use Only
TO:	Arlene Klaasen, Principal Park Springs Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Dan Meyer, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On August 13, 2014, I conducted an assessment at **Park Springs Elementary School**. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ Assessment did not identify any existing conditions significantly impacting IAQ or 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 allergens and / or conditions noted 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 any item/s identified and noted 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, Executive Director, 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

DM/tc Enc.

IAQ Assessment						
Park Spring	s Elementary Evaluation Dat	e August 13, 2014	Time of Day 2:0	0 PM		
Outdoor Conditions Temper	rature 90.7 Relative	Humidity 78.7	Ambient CO2 4	35		
		Range CO ² % - 60% 562	Range # Oc MAX 700 > Ambient	cupants 3		
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected			
Ceiling 2' X 4' Lay in	No	No				
Walls Drywall	Νο	No				
Floor 12" x 12" Vinyl	No	No				
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes		
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes		
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes				
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No		
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No		
Mechanical Equipment Location	Bard like HVAC system in clas	ssroom	Mechanical Room Clean	N/A		
Filters Installed Properly Ye	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes		
Condensate Pan Clean Ye	s Cooling Coil Clean	Yes				
Fresh Air Intake Location Pollutant Sources Near Air	Behind Bard unit/Exterior wal	I V	Fresh Air Intake Free of Obstruction	Yes		
Intake	Νο	▼				
Observations						
Room was spotless. No odors (or visible concerns.					

Corrective Actions to be Completed by Site Based Staff

None	▼
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Corrective Actions to be Completed by PPO

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None	▼
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