

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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May 23, 2007

Signature on File

TO: Ms Francine Renguso,, Principal
Park Trails Elementary School

FROM: Aston A. Henry, Supervisor
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
Portable 346VE and 916C

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

On May 1, 2007 I conducted an assessment of Portable 346VE and 916C at **Park Trails 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.

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. 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 754-321-1638.

cc: Dr. Joanne Harrison, Area Superintendent
Craig Anderson, Area Director
Jeffrey S. Moquin, Director, Risk Management
Philip Kaufold, Project Manager, Facilities and Construction Management
Ruby Fitzgerald, Broward Teachers Union
Roy Jarrett, National Federation of Public and Private Employees
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

AAH/tc
Enc.

IAQ Assessment

Location Number 3781
 Evaluation Requested April 13, 2007
 Evaluation Date May 1, 2007

Park Trails Elementary School

Time of Day 10:08 am

Outdoor Conditions Temperature 84.3 Relative Humidity 54.1 Ambient CO2 389

| | | | | | | | |
|---|--|---|--|---|--|--|--|
| Fish | Temperature | Range | Relative Humidity | Range | CO2 | Range | # Occupants |
| P-346VE | 73.7 | 72 - 78 | 46.1 | 30% - 60% | 1475 | Max 700 > Ambient | 10 |
| 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 | Tile/Carpet | | 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 | No | Yes | Yes | Clean with Wexcide disinfectant |
| Ceiling at Supply Grills | Yes | No | No | |
| Surfaces in Room | No | Yes | Yes | Clean as appropriate |

Observations

Findings:

- No signs of water intrusion or microbial growth and no moisture detected in wall cavity
- Dust and debris on HVAC return grills
- Dust, debris and bug carcasses on window sills. Cobwebs in the Southeast corner of room
- A/C filters and coils clean at the time of the assessment
- CO2 level was slightly elevated at the time of the assessment

-Recommendations:

Site Based Maintenance:

- Clean HVAC return grills with Wexcide disinfectant solution
- Thoroughly clean windows sills and Southeast corner of room
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Physical Plant Operations:

- Evaluate HVAC for proper operation and repair as appropriate to lower CO2 level

IAQ Assessment

Park Trails Elementary School

Location Number
 Evaluation Requested
 Evaluation Date

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

| | | | | | | | |
|-------------------------------------|---|--------------------------------------|-----------------------------------|--|-----------------------------------|---|-----------------------------------|
| Fish | Temperature | Range | Relative Humidity | Range | CO2 | Range | # Occupants |
| <input type="text" value="P-916C"/> | <input type="text" value="76.7"/> | <input type="text" value="72 - 78"/> | <input type="text" value="45.9"/> | <input type="text" value="30% - 60%"/> | <input type="text" value="1872"/> | <input type="text" value="Max 700 > Ambient"/> | <input type="text" value="28"/> |
| Noticeable Odor | <input type="text" value="Yes"/> | | Visible water damage / staining? | | Visible microbial growth? | | Amount of material affected |
| Ceiling Type | <input type="text" value="2 x 4 Lay In"/> | | <input type="text" value="No"/> | | <input type="text" value="No"/> | | <input type="text" value="None"/> |
| Wall Type | <input type="text" value="Tackable"/> | | <input type="text" value="No"/> | | <input type="text" value="No"/> | | <input type="text" value="None"/> |
| Flooring | <input type="text" value="Tile"/> | | <input type="text" value="No"/> | | <input type="text" value="No"/> | | <input type="text" value="None"/> |

| | Clean | Minor Dust / Debris | Needs Cleaning | Corrective Action Required |
|--------------------------|----------------------------------|----------------------------------|----------------------------------|--|
| Ceiling | <input type="text" value="Yes"/> | <input type="text" value="No"/> | <input type="text" value="No"/> | <input type="text"/> |
| Walls | <input type="text" value="Yes"/> | <input type="text" value="No"/> | <input type="text" value="No"/> | <input type="text"/> |
| Flooring | <input type="text" value="Yes"/> | <input type="text" value="No"/> | <input type="text" value="No"/> | <input type="text"/> |
| HVAC Supply Grills | <input type="text" value="Yes"/> | <input type="text" value="No"/> | <input type="text" value="No"/> | <input type="text"/> |
| HVAC Return Grills | <input type="text" value="No"/> | <input type="text" value="Yes"/> | <input type="text" value="Yes"/> | <input type="text" value="Clean with Wexcide disinfectant"/> |
| Ceiling at Supply Grills | <input type="text" value="Yes"/> | <input type="text" value="No"/> | <input type="text" value="No"/> | <input type="text"/> |
| Surfaces in Room | <input type="text" value="No"/> | <input type="text" value="Yes"/> | <input type="text" value="Yes"/> | <input type="text" value="Clean as appropriate"/> |

Observations

Findings:

- No signs of water intrusion or microbial growth and no moisture detected in wall cavity
- Odor appears to be emanating from the tackable wall surface
- Dust and debris on HVAC return grills
- Dust, debris on environmental surfaces
- A/C filters and coils clean at the time of the assessment
- Exterior - gap between fascia and T1-11 on West side of portable
- CO2 level was slightly elevated at the time of the assessment

-Recommendations:

Site Based Maintenance:

- Clean HVAC return grills with Wexcide disinfectant solution
- Thoroughly clean environmental surfaces throughout the room
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Physical Plant Operations:

- Investigate cause of odor - appears to be emanating from tackable wall surface
- Evaluate gap between fascia and T1-11 on West side of portable and repair as appropriate to prevent water intrusion
- Evaluate HVAC for proper operation and repair as appropriate to lower CO2 level