

## managing risk with responsibility

Aston A. Henry, Task Assigned Director Risk Management Department		Telephone: Fax:	754 321-1900 754 321-1917
April 30, 2013	Signature on File	For Custodial S	upervisor Use Only
TO:	Susan Colton, Principal Parkside Elementary School		ues Addressed ues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Facilities Design and Construction		
SUBJECT:	Indoor Air Quality (IAQ) Assessment		

On April 1, 2013, I conducted an assessment at **Parkside 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, Supervisor, Risk Management Sonja Coley, Senior Project Manager, Facilities Design and Construction Broward Teachers Union Federation of Public Employees

RK/tc Enc.

IAQ Assessment							
Parkside Elementary Ev	valuation Date April 1, 2013 Time of Day 11:30						
Outdoor Conditions Temperature 82.7	Relative Humidity 56.9 Ambient CO2 470						
FishTemperatureRangeRelative Hu101Y73.572 - 7841.0							
Noticeable Odor No Visible water of staining							
Ceiling 2' X 4' Lay in No   Walls Drywall No   Floor Carpet No	No     Image: No       No     Image: No       No     Image: No						
Flooring Clean Yes Duct Cl	Yes Grills Clean Yes   of Supply lean Yes Inside of Return Duct Clean Yes						
Trash RemovedNoExhaust FanSigns of PestsNoDrainRoom ClutteredYesFood if Stored in Sealed Cont	Traps Wet N/A Cleaners in Room No in Room is N/A in Room No						
	Mechanical Room Clean Yes   ters Clean No Inside of HVAC Unit Clean Yes   Coil Clean Yes						
Fresh Air Intake LocationOutside of RoomPollutant Sources Near Air IntakeDriveway	▼ Fresh Air Intake Free of Obstruction Yes						
Observations							
	ed to clean properly - numerous stuffed animals in room - boxes desks - Trash can full and overflowing - Filters need to be changed						

Corrective Actions to be Completed by Site Based Staff

concentre Actions to be completed by one Bused ofait	
Ensure trash cans are emptied daily	▼
Clean dust from surfacesThoroughly clean all	▼
Encourage occupant to reduce clutter	▼
Remove stuffed animals as they are a source	▼
of allergens unless thoroughly cleaned frequently	▼
Replace all air filters per District schedule	▼
	▼
	▼

## Corrective Actions to be Completed by PPO

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IAQ Assessment							
Parkside Elementary Evaluat	tion Date April 1, 2013 Time of Day 11:30						
Outdoor Conditions Temperature 82.7 R	Celative Humidity 56.9 Ambient CO2 470						
FishTemperatureRangeRelative Humidi10371.672 - 7848.1	tyRangeCO2Range# Occupants30% - 60%628MAX 700 >4Ambient						
Noticeable Odor No Visible water dama staining?	ige / Visible microbial Amount of growth? material affected						
Ceiling 2' X 4' Lay in No	No						
Walls Drywall No	No						
Floor Carpet No	No						
Ceiling CleanYesHVAC SuppWalls CleanYesGrills CleanFlooring CleanYesInside of Su Duct Clean	Yes Grills Clean Yes						
Room SurfacesYesCeiling at SCleanGrills Clean							
Trash RemovedYesExhaust Fans WoSigns of PestsNoDrain TrapRoom ClutteredNoFood if Stored in Ro in Sealed Container	S Wet N/A Cleaners in Room No Air Fresheners No in Room						
Mechanical Equipment Location FISH 101M	Mechanical Room Clean Yes						
Filters Installed Properly Yes Filters C	Clean No Inside of HVAC Unit Clean Yes						
Condensate Pan Clean Yes Cooling Coil C	Clean No						
Fresh Air Intake Location Outside of Room   Pollutant Sources Near Air Drivenuer	▼ Fresh Air Intake Free of Obstruction Yes						
Intake Driveway	▼						
Observations							
Numerous stuffed animals in room - Filters in HVAC and	In filter grill in room Dirty - Colls in HVAC unit dusty						

Corrective Actions to be Completed by Site Based Staff

Replace all air filters per District schedule	▼
Remove stuffed animals as they are a source	▼
of allergens unless thoroughly cleaned frequently	▼
	▼
	▼
	▼
	▼
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## Corrective Actions to be Completed by PPO

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Clean HVAC coil	▼
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