

Aston A. Henry, Director
Risk Management Department

Telephone: 754 321-1900
Fax: 754 321-1917

October 28, 2013

Signature on File

TO: April Schentrup, Principal
Pembroke Pines Elementary School

FROM: Richard Rosa, Project Manager
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 October 22, 2013, I conducted an assessment at **Pembroke Pines 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

RR/tc
Enc.

IAQ Assessment

Pembroke Pines Elementary

Evaluation Date October 22, 2013

Time of Day 1:30

Outdoor Conditions Temperature 89.7

Relative Humidity 53.8

Ambient CO2 408

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
176	72.8	72 - 78	37.4	30% - 60%	1370	MAX 700 > Ambient	19	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' x 4'		No		No			
Walls	Tack Board		No		No			
Floor	12" x 12" Vinyl		No		No			
Ceiling Clean		Yes	HVAC Supply Grills Clean		No	HVAC Return Grills Clean		Yes
Walls Clean		Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		Yes
Flooring Clean		Yes	Ceiling at Supply Grills Clean		Yes			
Room Surfaces Clean		No						
Trash Removed		Yes	Exhaust Fans Working		Yes	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests		Yes	Drain Traps Wet		N/A	Air Fresheners in Room		No
Room Cluttered		No	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location			FISH 174			Mechanical Room Clean		No
Filters Installed Properly		Yes	Filters Clean		Yes	Inside of HVAC Unit Clean		Yes
Condensate Pan Clean		Yes	Cooling Coil Clean		No			
Fresh Air Intake Location			Roof top ▼			Fresh Air Intake Free of Obstruction		Yes
Pollutant Sources Near Air Intake			No ▼					

Observations

Evaluate the HVAC system-slightly elevated CO2. Minor water damage around windows, repair, prep and paint.

Corrective Actions to be Completed by Site Based Staff

Clean cobwebs from elevated corners	▼
Generate a work order for pest control	▼
Clean HVAC supply grills with Wexcide	▼
Clean surfaces in mechanical room	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair cause of water damage	▼
around windows and repair as appropriate	▼
Clean HVAC coil	▼
Repair HVAC to reduce CO2 level	▼
	▼
	▼
	▼
	▼