

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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July 16, 2008

Signature on File

TO: Ms. Kathy Sedlack, Principal
Peters Elementary School

FROM: Aston A. Henry, Supervisor
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 102

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

On July 15, 2008 I conducted an assessment FISH 102 at **Peters 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 754-321-3200.

cc: Dr. Verda Farrow, Area Superintendent
Michaëlle Pope, Area Director
Jeffrey S. Moquin, Director, Risk Management
Wayne Thrasher, Project Manager, Facilities and Construction Management
Ruby Fitzgerald, Broward Teachers Union
Roy Jarrett, Federation of Public 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

Peters Elementary School

Location Number 0931
 Evaluation Requested July 14, 2008
 Evaluation Date July 15, 2008

Time of Day 12:35 pm

Outdoor Conditions Temperature 76.3 Relative Humidity 98.8 Ambient CO2 363

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
102	71.1	72 - 78	63	30% - 60%	768	Max 700 > Ambient	4
Noticeable Odor	No		Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling Type	2 x 4 Lay In		Yes	No	4 ceiling tiles		
Wall Type	Drywall		No	No	None		
Flooring	Carpet		No	No	None		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tiles
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Clean and sanitize
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant
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:

- Restroom in the clinic is currently under construction for ADA compliance and dust and debris is prevalent throughout the office.
- No visible signs of microbial growth
- 4 stained ceiling tiles in **FISH 103**
- Dust and debris on HVAC supply and return grills
- Temperature was low and humidity level was slightly elevated at the time of the assessment

Recommendations:

Site Based Maintenance:

- Clean HVAC supply and return grills with Wexcide disinfectant solution
- 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 **FISH 103** for possible roof leak and repair as appropriate. Replace ceiling tiles as necessary.
- Evaluate HVAC for proper operation and repair as appropriate to increase temperature and lower humidity

Facilities and Construction Management:

- Discuss possible temporary relocation of office staff with principal
- Recommend that contractor vacuum floor and clean all surfaces, including HVAC supply and return grills, at the end of each day in order to reduce construction dust and debris