

Aston A. Henry, Director
Risk Management Department

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February 25, 2015 **Signature on File**

TO: Susan Sasse, Principal
Pine Lakes Elementary

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 February 17, 2015, I conducted an assessment at **Pines Lakes 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 754-321-1900.

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

RR/jj
Enc.

IAQ Assessment

Pines Lakes Elementary

Evaluation Date February 17, 2015

Time of Day 1:00 PM

Outdoor Conditions Temperature 79.0 Relative Humidity 50.5 Ambient CO2 410

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
118	66.7	72 - 78	57.4	30% - 60%	610	MAX 700 > Ambient		
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' X 4' Lay in		No		No			
Walls	Plaster/Tack Board		Yes		No		110 sq ft	
Floor	12" x 12" Vinyl		No		No			
Ceiling Clean		Yes	HVAC Supply Grills Clean		Yes	HVAC Return Grills Clean		N/a
Walls Clean		No	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		N/A
Flooring Clean		Yes	Ceiling at Supply Grills Clean		Yes			
Room Surfaces Clean		No						
Trash Removed		Yes	Exhaust Fans Working		N/A	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests		No	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 158 #1 air handler unit			Mechanical Room Clean		Yes
Filters Installed Properly		No	Filters Clean		Yes	Inside of HVAC Unit Clean		Yes
Condensate Pan Clean		Yes	Cooling Coil Clean		N/A			
Fresh Air Intake Location			Roof top ▼			Fresh Air Intake Free of Obstruction		Yes
Pollutant Sources Near Air Intake			No ▼					

Observations

F-118 is the ART room the wall staining is due to % of temperature change from adjoining rooms. Remove the tack board from the (kiln room 118A) to the corner of the wall leading into 118C, approx. 110 sq ft. Repair plaster wall behind tack board if necessary. The kiln room was 76.8 degrees with a relative humidity of 54.5% and 441 ppm CO2. The exhaust fan damper on the roof may be rusted open. The HFSP is requested to thoroughly clean wall grill between F118 & kiln room 118A.

Corrective Actions to be Completed by Site Based Staff

Remove wall grill and vacuum	▼
Thoroughly clean dust buildup on horizontal surfaces.	▼
Replace ceiling tiles in 118E	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees	▼
Evaluate exhaust fan damper in the kiln room	▼
Remove tack board and repair wall	▼
Install appropriate filter spacer in HVAC	▼
	▼
	▼
	▼
	▼

