

managing risk with responsibility

	ement Department		Fax:	754 321-1900 754 321-1917	
September 1	0, 2013	Signature on File	For Custodial S	upervisor Use Only	200000000000000000000000000000000000000
TO:	Karla Gary Ora Pinewood Elen		Custodial Issues Addressed Custodial Issues Not Addressed		
FROM:	Robert Krickov Risk Manageme	ich, Coordinator I, LEA ent Department	<u> </u>		
SUBJECT:	Indoor Air Qua	lity (IAQ) Assessment			

On August 27, 2013, I conducted an assessment at **Pinewood 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

RK/tc Enc.

IAQ Assessment

Evaluation Date

Pinewood Elementary

August 27, 2013

Time of Day

12:15

Outdoor Condition	ns Ten	nperature	82.9	Relativ	e Humidity	76.7	Ambient CO2	500
Fish Ter	mperature 74.1	Range 72 - 78	Relative Hu	 i	Range % - 60%	CO ²		Occupants
Noticeable Odor	No		Visible water o		Visible m grow		Amount of material affected	
	X 4' Lay in		Yes		Ne	<u> </u>	1 tile	
	Plaster Carpet		No No		No.	_		
Ceiling Clean	Yes		HVAC S Grills C		Yes		HVAC Return Grills Clean	Yes
Flooring Clean	Yes		Inside o Duct Cl	of Supply lean	Yes		Inside of Return Duct Clean	Yes
Room Surfaces Clean	Yes		Ceiling Grills C	at Supply lean	Yes			
Trash Removed	Yes		Exhaust Fan		N/A		Unapproved Chemicals / Cleaners in Room	
Signs of Pests Room Cluttered	No		Drain Food if Stored in Sealed Conta		N/A		Air Fresheners in Room	No
Mechanical Equip	oment Loca	ntion FISH	150				Mechanical Room Clean	Yes
Filters Installed Processing Condensate Pa		Yes		ers Clean Coil Clean	Yes		Inside of HVAC Unit Clean	Yes
Fresh Air Intake Lo Pollutant Sources Intake		Roof	top			▼	Fresh Air Intake Free of Obstruction	Yes
Observations Complaint of odor of media center -						ed ceiling t	ile @ 2' x 2' supply grill N	lorth end
Corrective Action	ns to be C	ompleted b	y Site Based S	Staff	Corre	ctive Actio	ns to be Completed by F	PPO
Clean	all books	in media ce	enter	▼ ▼	Clean co	oils in HVA	C unit serving Media Cer	nter ▼
				▼				▼
				▼				▼
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