

managing risk with responsibility

Aston A. Henry, Director Risk Management Department		Fax: 754 321-1900 Fax: 754 321-1917
October 20, 2	2014 Signature on File	For Custodial Supervisor Use Only
TO:	Karla Gary Orange, Principal Pinewood Elementary School	Custodial Issues Addressed
FROM:	Dan Meyer, Project Manager Risk Management Department	Custodial Issues Not Addressed
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On October 17, 2014, 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, 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

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IAQ Assessment

Pinewood Elementary Ev	aluation Da	ate October 17, 201	4 Time of Day 11:30	
Outdoor Conditions Temperature 78.7	Relativ	ve Humidity 47.9	Ambient CO2 433	
Fish Temperature Range Relative Hu 141 74.6 72 - 78 46.2	i		Range # Occupa 240 MAX 700 > 15 Ambient	ants
Noticeable Odor Yes Visible water of staining	_	Visible microbial growth?	Amount of material affected	_
Ceiling 2' X 4' Lay in No		No		
Walls Vinyl paneling Yes		Yes	12 panels	
Floor 12" x 12" Vinyl No		No		
Ceiling Clean Yes HVAC S Grills C Walls Clean Yes		Yes	HVAC Return Grills Clean	s
	of Supply ean	Yes	Inside of Return Duct Clean	s
Room Surfaces Yes Ceiling Clean Grills C	at Supply lean	Yes		
Trash Removed Yes Exhaust Fans	s Working	No	Unapproved Chemicals / Cleaners in Room	0
Room Cluttered No Proof if Stored in Sealed Contains			Air Fresheners No	0
Mechanical Equipment Location FISH #150			Mechanical Room Clean Ye	s
	ers Clean	Yes	Inside of HVAC Unit Clean Ye	s
Condensate Pan Clean Yes Cooling C	Coil Clean	Yes		
Fresh Air Intake Location Ducted to roof-top		▼	Fresh Air Intake Free of Obstruction	s
Pollutant Sources Near Air Intake		▼		
Observations				
Noticeable odor in classroom. Walls are vinyl panelii has returned. Exhaust fan in bathroom not working.	ng and ha	ave signs of microbia	I growth. Wiped with Wexcide but	t
Corrective Actions to be Completed by Site Based S	Staff	Corrective Ac	tions to be Completed by PPO	
Wipe wall stain w/Wexcide and monitor	▼		stained vinyl wallboard	▼
,	▼		ce exhaust fan in bathroom	▼
	▼		reduce CO2 level in classroom	▼
	▼			▼
	▼			▼

IAQ Assessment

Pinewood Elementa	Evaluation Date	October 17, 2014	Time of Day 11:30	
Outdoor Conditions Temperature	78.7 Relative	Humidity 47.9	Ambient CO2 433]
Fish Temperature Range 142 72.3 72 - 78	i	Range CO ² 1135	Range # Occupa MAX 700 > 2 Ambient	ints
Noticeable Odor No V	isible water damage / staining?	Visible microbial growth?	Amount of material affected	_
Ceiling 2' X 4' Lay in	No	No		ᆜᅦ
Walls Vinyl paneling	Yes	Yes	12 panels	⊿
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean Yes	s
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean Yes	s
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
	Exhaust Fans Working	No	Unapproved Chemicals / No	5
Signs of Pests No	Drain Traps Wet	Yes	Air Fresheners No	\neg
	od if Stored in Room is Sealed Containers	N/A	Air Fresheners No in Room	בי
Mechanical Equipment Location FISH #1	50		Mechanical Room Clean Yes	s
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean Yes	s
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location Ducted	to roof-top	▼	Fresh Air Intake Free Yes	s
Pollutant Sources Near Air Intake		▼	01 0001111011011	
Observations				
Stained vinyl paneling with signs of micr not working. Elevated CO2 levels in emp		th Wexcide but has re	turned. Exhaust fan in bathroo	_m_
Corrective Actions to be Completed by S			ns to be Completed by PPO	
Wipe wall stain w/Wexcide and me		•	ned vinyl wallboard	▼
	<u> </u>		exhaust fan in bathroom	 ▼
	<u> </u>	Repair HVAC to red	uce CO2 level in classroom	▼
				▼

IAQ Assessment

Pinewood Elementary	Evaluation Da	October 17, 2014	4 Time of Day 11:30	
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Fish Temperature Range Relative 144 71.4 72 - 78 45.	Humidity .6 30		0 ² Range # Occup 42 MAX 700 > 2 Ambient	
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Ceiling 2' X 4' Lay in No Walls Vinyl paneling Yes	=	No Yes	12 panels	
Floor 12" x 12" Vinyl No		No		
	C Supply s Clean	Yes	HVAC Return Grills Clean	es
Insid	e of Supply Clean	Yes	Inside of Return Duct Clean	es
	ng at Supply s Clean	Yes		
Trash Removed Yes Exhaust Fa	ans Working	No	Unapproved Chemicals / Cleaners in Room	lo
	in Traps Wet ed in Room is ntainers	Yes N/A	Air Fresheners N in Room	lo
Mechanical Equipment Location FISH #150			Mechanical Room Clean Yo	es
. , 🗒	Filters Clean	Yes	Inside of HVAC Unit Clean You	es
Fresh Air Intake Location Ducted to roof-to		▼	Fresh Air Intake Free	
Pollutant Sources Near Air No		▼	of Obstruction	es
Observations				
Noticeable odor in classroom. Walls are vinyl pane has returned. Exhaust fan in bathroom not workin		ve signs of microbial	growth. Wiped with Wexcide bu	ıt
Corrective Actions to be Completed by Site Based	d Staff	Corrective Act	ions to be Completed by PPO	
Wipe wall stain w/Wexcide and monitor	▼	•	tained vinyl wallboard	▼
	 ▼		ce exhaust fan in bathroom	▼
	▼	Repair HVAC to re	educe CO2 level in classroom	┩
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