

Aston A. Henry, Director
Risk Management Department

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October 28, 2013

Signature on File

TO: Julie Gittelman, Principal
Plantation Park 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 15, 2013, I conducted an assessment at **Plantation Park 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

Plantation Park Elementary

Evaluation Date October 15, 2013

Time of Day 11:00

Outdoor Conditions Temperature 87.2

Relative Humidity 62.9

Ambient CO2 443

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
151	73.2	72 - 78	61.1	30% - 60%	1022	MAX 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		2' x 4'		Plaster		12" x 12" Vinyl	
No		No		No		 	
Yes		Yes		No		<1 sq ft	
No		No		No		 	

Ceiling Clean	No	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Walls Clean	No	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean	No		
Room Surfaces Clean	Yes				

Trash Removed	Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests	No	Drain Traps Wet	N/A	Air Fresheners in Room	Yes
Room Cluttered	No	Food if Stored in Room is in Sealed Containers	N/A		

Mechanical Equipment Location	Roof Penthouse # 7		Mechanical Room Clean	Yes	
Filters Installed Properly	Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean	Yes	Cooling Coil Clean	Yes		

Fresh Air Intake Location	Roof top ▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	No ▼		

Observations

Evaluate the wall surface for water damage behind sink cabinet, microbial growth on caulking behind sink and in cabinet. Remove sink and cabinetry and evaluate water damage, repair/replace wall board. Back wall water damage by exterior door, evaluate cause of water intrusion, water intrusion may be creeping around the lower portion of the door frame and into the room, bushes and landscape up against the exterior wall.

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce humidity level	▼
Evaluate and repair cause of water damage	▼
Remove and replace wall material as necessary	▼
	▼
See observations for additional information	▼
	▼
	▼
	▼