

Aston A. Henry, Director
Risk Management Department

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December 9, 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 December 5, 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 December 5, 2013

Time of Day 1130

Outdoor Conditions Temperature 83.6

Relative Humidity 60.1

Ambient CO2 423

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
150	75.4	72 - 78	60	30% - 60%	983	MAX 700 > Ambient	20
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' x 4'		No		No		
Walls	Drywall/Tackboard		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	No	HVAC Supply Grills Clean		No	HVAC Return Grills Clean		Yes
Walls Clean	Yes	Inside of Supply Duct Clean		No	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		No
Room Cluttered	Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location	Penthouse on the roof					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

Advised the HFSP there needs to be a cleaning schedule coordinated with the occupant to clean the cluttered areas properly.

Though the temperature was within the SBBC limits, this room is always warmer than other areas in the school. I recommend to lower the temperature to the lower school board range of 72 degrees.

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
Room too cluttered to clean properly	▼
Encourage occupant to reduce clutter	▼
Thoroughly clean horizontal surfaces	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Clean the supply drops	▼
Set temperature to 72 degrees	▼
Repair HVAC to reduce humidity level	▼
	▼
	▼
See observations for additional information	▼
	▼
	▼

IAQ Assessment

Plantation Park Elementary

Evaluation Date December 5, 2013

Time of Day 12:30

Outdoor Conditions Temperature 83.6

Relative Humidity 60.1

Ambient CO2 423

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
501	73.9	72 - 78	67.8	30% - 60%	966	MAX 700 > Ambient	20	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' x 4'		Yes		No		1 sq ft	
Walls	Drywall		No		No			
Floor	12" x 12" Vinyl		No		No			
Ceiling Clean		No	HVAC Supply Grills Clean		No	HVAC Return Grills Clean		Yes
Walls Clean		Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		Yes
Flooring Clean		Yes	Ceiling at Supply Grills Clean		No			
Room Surfaces Clean		No						
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		No
Room Cluttered		Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location			FISH 509			Mechanical Room Clean		Yes
Filters Installed Properly		Yes	Filters Clean		Yes	Inside of HVAC Unit Clean		Yes
Condensate Pan Clean		Yes	Cooling Coil Clean		No			
Fresh Air Intake Location			Thru exterior wall ▼			Fresh Air Intake Free of Obstruction		Yes
Pollutant Sources Near Air Intake			No ▼					

Observations

Advised the HFSP there needs to be a cleaning schedule coordinated with the occupant to clean the cluttered areas properly.

Remove construction paper from the tack boards to allow the tack boards to dry.

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
Room too cluttered to clean properly	▼
Encourage occupant to reduce clutter	▼
Thoroughly clean elevated surfaces	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce humidity level	▼
Evaluate and repair cause of stained ceiling tiles	▼
Evaluate the cleaning of the HVAC coil	▼
	▼
	▼
	▼
	▼

IAQ Assessment

Plantation Park Elementary

Evaluation Date December 5, 2013

Time of Day 1:00

Outdoor Conditions Temperature 83.6

Relative Humidity 60.1

Ambient CO2 423

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
502	74.6	72 - 78	67.4	30% - 60%	1079	MAX 700 > Ambient	20
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		2' x 4'		Drywall		12" x 12" Vinyl	
No		No		No		No	

Ceiling Clean	<input checked="" type="checkbox"/>	HVAC Supply Grills Clean	<input checked="" type="checkbox"/>	HVAC Return Grills Clean	<input checked="" type="checkbox"/>
Walls Clean	<input checked="" type="checkbox"/>	Inside of Supply Duct Clean	<input checked="" type="checkbox"/>	Inside of Return Duct Clean	<input checked="" type="checkbox"/>
Flooring Clean	<input checked="" type="checkbox"/>	Ceiling at Supply Grills Clean	<input type="checkbox"/>		
Room Surfaces Clean	<input type="checkbox"/>				

Trash Removed	<input checked="" type="checkbox"/>	Exhaust Fans Working	<input type="checkbox"/>	Unapproved Chemicals / Cleaners in Room	<input type="checkbox"/>
Signs of Pests	<input type="checkbox"/>	Drain Traps Wet	<input type="checkbox"/>	Air Fresheners in Room	<input type="checkbox"/>
Room Cluttered	<input checked="" type="checkbox"/>	Food if Stored in Room is in Sealed Containers	<input type="checkbox"/>		

Mechanical Equipment Location	FISH 511	Mechanical Room Clean	<input checked="" type="checkbox"/>
Filters Installed Properly	<input checked="" type="checkbox"/>	Filters Clean	<input checked="" type="checkbox"/>
Condensate Pan Clean	<input checked="" type="checkbox"/>	Cooling Coil Clean	<input type="checkbox"/>
		Inside of HVAC Unit Clean	<input checked="" type="checkbox"/>

Fresh Air Intake Location	Thru exterior wall	Fresh Air Intake Free of Obstruction	<input checked="" type="checkbox"/>
Pollutant Sources Near Air Intake	Sandy playground area		

Observations

Advised the HFSP there needs to a be a cleaning schedule coordinated with the occupant to clean the cluttered areas properly.

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
Room too cluttered to clean properly	▼
Encourage occupant to reduce clutter	▼
Thoroughly clean elevated surfaces	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce humidity level	▼
	▼
Evaluate the cleaning of the HVAC coil	▼
Evaluate proper operation of exhaust fan	▼
	▼
	▼
	▼
	▼