

## managing risk with responsibility

Aston A. Henry, Director Risk Management Department		Telephone: Fax:	754 321-1900 754 321-1917
October 8, 20	13 Signature on File	For Custodial S	upervisor Use Only
TO:	Lori McConaughey, Principal Quiet Waters Elementary School		ues Addressed ues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department		
SUBJECT:	Indoor Air Quality (IAQ) Assessment		

On October 2, 2013, I conducted an assessment at **Quiet Waters 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								
Quiet Waters	Elementary Evaluation Date	e October 2, 2013	Time of Day	1:30				
Outdoor Conditions Tempera	ture 84.7 Relative	Humidity 65.2	Ambient CO2 4	77				
		Range CO <sup>2</sup> % - 60% 563		2				
Noticeable OdorYesCeiling2' X 4' Lay inWallsWood PanelingFlags40" x 40" V ind	Visible water damage / staining? No No	Visible microbial growth? No No	Amount of material affected					
Floor 12" x 12" Vinyl   Ceiling Clean Yes   Walls Clean Yes   Flooring Clean No	No HVAC Supply Grills Clean Inside of Supply Duct Clean	No No Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes				
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes						
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No				
Mechanical Equipment Location Filters Installed Properly N/A Condensate Pan Clean N/A		lding N/A N/A	Mechanical Room Clean Inside of HVAC Unit Clean	N/A N/A				
Fresh Air Intake Location Pollutant Sources Near Air Intake	Outside of Unit None	▼ ▼	Fresh Air Intake Free of Obstruction	Yes				
Observations Strong odor of moth balls - Sink previously leaking and has been repaired - complaint of musty odor after sink was repaired - now strong odor like moth balls under sink - Dust build up on HVAC supply grills - Sand on flooring -								
PPO to remove sink cabinet to identify source of odor.								

Corrective Actions to be Completed by Site Based Staff

▼
▼
▼
▼
▼
▼
▼
▼

## Corrective Actions to be Completed by PPO

• •	
Remove sink cabinet to identify source of odor	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼