

managing risk with responsibility

Aston A. Henry, Director
Risk Management Department

Telephone: 754 321-1900 Fax: 754 321-1917

October 16, 201	4 Signature on File	
0000001 10, 201		For Custodial Supervisor Use Only
TO:	Maria Perez, Principal Ramblewood Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Dan Meyer, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On October 15, 2014, I conducted an assessment at Ramblewood 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.

Shelley Meloni, Executive Director, Facilities & Construction cc: 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

DM/tc Enc.

	IAQ Assessn	nent		
Ramblewo	od Elementary Evaluation Date	e October 15, 2014	Time of Day 12	2:00
Outdoor Conditions Temp	erature 90.1 Relative	Humidity 61.4	Ambient CO2 4	48
FishTemperature13773.6		Range CO <sup>2</sup> % - 60% 985	Range # Oc MAX 700 > Ambient	2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	No	No		
Walls Concrete/folding par	rt. <b>No</b>	No		
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working		Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners in Room	No
Mechanical Equipment Locatic	on FISH # 149		Mechanical Room Clean	Yes
Filters Installed Properly	Filters Clean	Yes	side of HVAC Unit Clean	Yes
Condensate Pan Clean Y	Zes Cooling Coil Clean	Yes		
Fresh Air Intake Location	Ducted to roof-top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο	▼		
Observations				
No concerns identified in this	room. Teacher advised of temper	ature concerns later in t	the day.	

Corrective Actions to be Completed by Site Based Staff

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	IAQ Assessi	ment		
Ramblewood	Elementary Evaluation Dat	October 15, 2014	Time of Day 1	2:00
Outdoor Conditions Tempera	ture 90.1 Relative	Humidity 61.4	Ambient CO2 4	48
		Range CO <sup>2</sup> % - 60% 993		21
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsConcrete/folding part.Floor12" x 12" Vinyl	No No	No No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No		
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 Yes Condensate Pan Clean Yes		Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Ducted to roof-top No	▼	Fresh Air Intake Free of Obstruction	Yes
Observations Teacher states temperature issue be changed. Classroom is warm.		as windows. Ceiling ti	les around supply grills n	eed to

## Corrective Actions to be Completed by Site Based Staff

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Ceiling tile cuts needed around supply vents	▼
Evaluate the HVAC temperature controls	▼
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	IAQ Assessn	nent		
Ramblewo	od Elementary Evaluation Date	e October 15, 2014	Time of Day 1	2:00
Outdoor Conditions Temp	erature 90.1 Relative	Humidity 61.4	Ambient CO2 4	48
		Range CO <sup>2</sup> % - 60% 980	Range # Oc MAX 700 > Ambient	cupants 12
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	Νο	No		
Walls Concrete/folding par	rt. No	No		
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working		Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners in Room	No
Mechanical Equipment Location	on FISH # 149		Mechanical Room Clean	Yes
Filters Installed Properly	Filters Clean	Yes In	side of HVAC Unit Clean	Yes
Condensate Pan Clean	Yes Cooling Coil Clean	Yes		
Fresh Air Intake Location Pollutant Sources Near Air	Ducted to roof-top	▼	Fresh Air Intake Free of Obstruction	Yes
Intake	Νο	▼		
Observations				
No concerns identified in this	room. Teacher advised of temper	ature concerns later in f	he day.	

Corrective Actions to be Completed by Site Based Staff

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	IAQ Assess	ment		
Ramblewood	Elementary Evaluation Da	te October 15, 2014	Time of Day 12	2:00
Outdoor Conditions Temper	ature 90.1 Relative	e Humidity 61.4	Ambient CO2 4	48
		Range CO <sup>2</sup> % - 60% 1025		20
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsConcrete/folding part.Floor12" x 12" Vinyl	No   No   No   No	No No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH # 149		Mechanical Room Clean	Yes
Filters Installed Properly	s Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	S Cooling Coil Clean	Yes		
Fresh Air Intake Location	Ducted to roof-top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο	▼		
Observations Teacher states temperature issi Classroom is warm.	ues. West wall has windows. Ce	eiling tiles around sup	ply grills need to be chang	jed

## Corrective Actions to be Completed by Site Based Staff

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Ceiling tile cuts needed around supply vents	▼
Evaluate the HVAC temperature controls	▼
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