

Aston A. Henry, Director
Risk Management Department

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July 14, 2014

Signature on File

TO: JoAnne Seltzer, Principal
Riverglades Elementary School

FROM: Dan Meyer, 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
<hr/>	
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On July 9 and 10, 2014, I conducted an assessment at **Riverglades 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

DM/tc
Enc.

IAQ Assessment

Riverglades Elementary

 Evaluation Date

 Time of Day

 Outdoor Conditions Temperature

 Relative Humidity

 Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
<input type="text" value="213"/>	<input type="text" value="70.6"/>	<input type="text" value="72 - 78"/>	<input type="text" value="53.6"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="560"/>	<input type="text" value="MAX 700 > Ambient"/>	<input type="text" value="1"/>	
Noticeable Odor		<input type="text" value="No"/>	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	<input type="text" value="2' X 4' Lay in"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text"/>	
Walls	<input type="text" value="Drywall"/>		<input type="text" value="Yes"/>		<input type="text" value="No"/>		<input type="text"/>	
Floor	<input 12"="" type="text" value="12" vinyl"="" x=""/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text"/>	
Ceiling Clean		<input type="text" value="Yes"/>	HVAC Supply Grills Clean		<input type="text" value="Yes"/>	HVAC Return Grills Clean		<input type="text" value="Yes"/>
Walls Clean		<input type="text" value="Yes"/>	Inside of Supply Duct Clean		<input type="text" value="Yes"/>	Inside of Return Duct Clean		<input type="text" value="Yes"/>
Flooring Clean		<input type="text" value="Yes"/>	Ceiling at Supply Grills Clean		<input type="text" value="Yes"/>			
Room Surfaces Clean		<input type="text" value="Yes"/>						
Trash Removed		<input type="text" value="Yes"/>	Exhaust Fans Working		<input type="text" value="N/A"/>	Unapproved Chemicals / Cleaners in Room		<input type="text" value="No"/>
Signs of Pests		<input type="text" value="No"/>	Drain Traps Wet		<input type="text" value="N/A"/>	Air Fresheners in Room		<input type="text" value="No"/>
Room Cluttered		<input type="text" value="No"/>	Food if Stored in Room is in Sealed Containers		<input type="text" value="N/A"/>			
Mechanical Equipment Location			<input type="text" value="FISH #206"/>			Mechanical Room Clean		<input type="text" value="Yes"/>
Filters Installed Properly		<input type="text" value="Yes"/>	Filters Clean		<input type="text" value="No"/>	Inside of HVAC Unit Clean		<input type="text" value="Yes"/>
Condensate Pan Clean		<input type="text" value="Yes"/>	Cooling Coil Clean		<input type="text" value="Yes"/>			
Fresh Air Intake Location			<input type="text" value="Over top of exterior mechanical room door"/>			Fresh Air Intake Free of Obstruction		<input type="text" value="No"/>
Pollutant Sources Near Air Intake			<input type="text" value="No"/>					

Observations

Weather stripping on the exterior door needs to be replaced. Lower windows need to be checked for leaks / signs of water intrusion. Back splash by sink has water damage and needs to be removed and checked for microbial growth. AHU Room Fish #206 - drain line was backed up with water damage on the walls. Extreme negative pressure - outside air needs to be checked for restriction.

Corrective Actions to be Completed by Site Based Staff

	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate the exterior door weather stripping	▼
Repair window caulking	▼
Evaluate and repair cause of water damage	▼
Remove and replace wall material as necessary	▼
Evaluate AHU Room drywall for water damage	▼
Clean condensate drain line	▼
Evaluate the fresh air dampers	▼
See observations for additional information	▼

IAQ Assessment

Riverglades Elementary

 Evaluation Date July 10, 2014

 Time of Day 11:00

 Outdoor Conditions Temperature 87.6

 Relative Humidity 63.8

 Ambient CO2 435

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
230	71.9	72 - 78	59.0	30% - 60%	470	MAX 700 > Ambient	2
Noticeable Odor		Yes	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		Yes		No		2 Tiles
Walls	Drywall		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	Yes	HVAC Supply Grills Clean		Yes	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		Yes			
Room Surfaces Clean	Yes						
Trash Removed	Yes	Exhaust Fans Working		N/A	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests	No	Drain Traps Wet		Yes	Air Fresheners in Room		No
Room Cluttered	No	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location	FISH #223					Mechanical Room Clean	Yes
Filters Installed Properly	No	Filters Clean		No	Inside of HVAC Unit Clean		Yes
Condensate Pan Clean	Yes	Cooling Coil Clean		Yes			
Fresh Air Intake Location	Ducted to roof-top ▼					Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	NA ▼						

Observations

2 live plants with microbial growth. Remove soil (bags) under the sink. Window needs to be fixed (crank handles are off). 2 ceiling tiles have water stains and are wet (1 tile in teacher storage room) - roof drain is leaking. Window wall needs to be checked for possible growth - strong odor. Small cart (see photo) with old art projects needs to be removed and cleaned - microbial growth on contents and wood.

Corrective Actions to be Completed by Site Based Staff

Filters to be replaced, taped and dated properly	▼
Remove contents under the sink	▼
Remove contents from wood cart and discard	▼
Clean wood cart	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair windows	▼
Repair cause of stained ceiling tile - roof drain	▼
Remove drywall under windows and evaluate	▼
	▼
	▼
	▼
	▼
See observations for additional information	▼
	▼



