

# RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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September 12, 2008

**Signature on File**

TO: Mrs. Julianne Conner, Principal  
**Riverside Elementary School**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**Portable 641C**

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On September 9, 2008 I conducted an assessment of Portable 641C at **Riverside Elementary School**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

The portable is currently in the process of being renovated by Physical Plant Operations. You will be notified by them when the work has been completed and the portable can be occupied.

Should any questions arise, or if the current concerns continue after the attached recommendations have been addressed, please feel free to contact me at 754-321-3200.

cc: Sharon Airaghi, Area Superintendent  
Jackie Haywood, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
Philip Kaufold, Project Manager, Facilities and Construction Management  
Ruby Fitzgerald, Broward Teachers Union  
Roy Jarrett, Federation of Public Employees  
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1  
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division  
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

ES/tc  
Enc.

# IAQ Assessment

Riverside Elementary School

Location Number 3031  
 Evaluation Requested September 8, 2008  
 Evaluation Date September 9, 2008

Time of Day 8:15 am

Outdoor Conditions      Temperature 85.1      Relative Humidity 73.1      Ambient CO2 343

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<span style="border: 1px solid black; padding: 2px;">P-641C</span>	<span style="border: 1px solid black; padding: 2px;">76.8</span>	<span style="border: 1px solid black; padding: 2px;">72 - 78</span>	<span style="border: 1px solid black; padding: 2px;">72.9</span>	<span style="border: 1px solid black; padding: 2px;">30% - 60%</span>	<span style="border: 1px solid black; padding: 2px;">360</span>	<span style="border: 1px solid black; padding: 2px;">Max 700 &gt; Ambient</span>	<span style="border: 1px solid black; padding: 2px;">1</span>
Noticeable Odor	<span style="border: 1px solid black; padding: 2px;">No</span>		Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling Type	<span style="border: 1px solid black; padding: 2px;">2 x 4 Lay In</span>		<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">2 ceiling tiles and multiple light grids</span>		
Wall Type	<span style="border: 1px solid black; padding: 2px;">Drywall</span>		<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">@100 square feet</span>		
Flooring	<span style="border: 1px solid black; padding: 2px;">Bare Wood</span>		<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">None</span>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Remove and replace ceiling tiles and light grids</span>
Walls	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Remove and replace wall material</span>
Flooring	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Replace floor tile</span>
HVAC Supply Grills	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Clean as appropriate</span>
HVAC Return Grills	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Clean as appropriate</span>
Ceiling at Supply Grills	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Remove and replace ceiling tiles and light grids</span>
Surfaces in Room	<span style="border: 1px solid black; padding: 2px;">No</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Yes</span>	<span style="border: 1px solid black; padding: 2px;">Clean as appropriate</span>

## Observations

### Findings:

- **Renovation of the portable is in progress by Physical Plant Operations - Portable is not currently occupied**
- Both A/C units were on at the time of the assessment
- Dust and debris on A/C filters
- Observed floor chemicals - Parabond Premium Clear and Thin Spread 4269
- Dust and debris on surfaces throughout the room as a result of the renovation

### Recommendations:

#### Physical Plant Operations:

- Continue renovation project and ensure that A/C filters are changed and all surfaces throughout the room are cleaned thoroughly