

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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Signature on File

TO: Ms. Robin David, Principal
Royal Palm Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 134, 134A and 134B

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed

On February 20, 2008 I conducted a follow-up assessment of FISH 134, 134A and 134B at **Royal Palm Elementary School**. The assessment consisted of a reevaluation walkthrough of the previously identified area to assess the current condition of the location with regard to indoor air quality. This assessment included reviewing previously generated work orders as well as observation of the area of concern as stated in the IAQ Assessments performed on March 15, 2007 and October 25, 2007. Attached are the findings of this assessment along with recommendations for further assessment, remediation, or corrective actions, if 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. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all 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 me at 754-321-3200.

cc: Dr. Leontine Butler, Area Superintendent
Dr. Desmond Blackburn, Area Director
Jeffrey S. Moquin, Director, Risk Management
Robert Goode, Project Manager, Facilities and Construction Management
Ruby Fitzgerald, Broward Teachers Union
Roy Jarrett, National Federation of Public and Private 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

Location Number
 Evaluation Requested
 Evaluation Date

Royal Palm Elementary School

Time of Day

Outdoor Conditions Temperature Relative Humidity Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="134"/>	<input type="text" value="69.8"/>	<input type="text" value="72 - 78"/>	<input type="text" value="55.6"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="882"/>	<input type="text" value="Max 700 > Ambient"/>	<input type="text" value="1"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>	
Ceiling Type	<input type="text" value="2 x 4 Lay In"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Wall Type	<input type="text" value="Drywall/Tackable"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		
Flooring	<input type="text" value="12 x 12 Vinyl"/>		<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text" value="None"/>		

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Return Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Ceiling at Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

Observations

Findings:

- Also checked FISH 134A and B
- No signs of water intrusion or microbial growth
- Temperature was low at the time of the assessment (advised cannot be adjusted locally)
- **FISH 134B (storage)** - excessive clutter in room
- **FISH 134A (office)** - Non-approved chemicals (3 bottles of 409 cleaner)

Recommendations:

Site Based Maintenance:

- Encourage occupant to reduce clutter to assist with cleaning efforts - **FISH 134B**
- Remove non-approved chemicals from room - **FISH 134A**
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Physical Plant Operations

- Evaluate HVAC for proper operation and repair as appropriate to increase temperature