

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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December 14, 2010

Signature on File

TO: Dr. Deloris Johnson, Principal
Sandpiper Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 1302 and 1308

For Custodial Supervisor Use Only	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On November 26, 2010 I conducted an assessment of FISH 1302 and 1308 at **Sandpiper 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 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 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 754-321-1900.

cc: Dr. Desmond Blackburn, Area Superintendent
Carle Shaw, Area Director
Jeffrey S. Moquin, Executive Director, Support Operations
Aston Henry, Supervisor, Risk Management
Scott Gillen, Project Manager, Facilities and Construction Management
Ralph Eckhardt, 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

Location Number 3061
 Evaluation Requested November 22, 2010
 Evaluation Date November 26, 2010

Sandpiper Elementary School

Time of Day

Outdoor Conditions Temperature 80.7 Relative Humidity 57.2 Ambient CO2 388

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
1302	75.8	72 - 78	51.6	30% - 60%	784	Max 700 > Ambient	3
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		1 ceiling tile	
Ceiling Type	2 x 4 Lay In		Yes	No		None	
Wall Type	Drywall		No	No		None	
Flooring	12 x 12 Vinyl		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tile
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings

- 1 stained ceiling tile
- Dust build up on environmental surfaces due to clutter

Site Based Maintenance:

- Remove and replace stained ceiling tile and monitor. If stain returns contact COMPASS to generate a work order for Physical Plant Operations to evaluate for cause.
- Encourage occupant to reduce clutter to assist with cleaning efforts
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Location Number 3061
 Evaluation Requested November 22, 2010
 Evaluation Date November 26, 2010

Sandpiper Elementary School

Time of Day

Outdoor Conditions Temperature 80.7 Relative Humidity 57.2 Ambient CO2 388

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
1308	76.7	72 - 78	62.9	30% - 60%	759	Max 700 > Ambient	4
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		1 ceiling tile	
Ceiling Type	2 x 4 Lay In		Yes	No		1 ceiling tile	
Wall Type	Drywall		No	No		None	
Flooring	12 x 12 Vinyl		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tile
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Clean and sanitize
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings

- 1 stained ceiling tile
- Dust build up on environmental surfaces
- Dirt build up on floor - classroom adjacent to playground)

Site Based Maintenance:

- Thoroughly clean environmental surfaces
- Thoroughly clean and sanitize floor. Install walk off mats for classrooms near playground.
- 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 system for proper operation and repair as appropriate to lower humidity level

NOTE: Work order EQ01573 generated