

Aston A. Henry, Task Assigned Director

managing risk with responsibility

754 321-1900

Telephone:

Risk Manager	ment Department	Fax: 754 321-1917
May 6, 2013	Signature on File	For Custodial Supervisor Use Only
TO:	Deloris Johnson, Principal Sandpiper Elementary School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Facilities Design and Construction	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On April 18, 2013, I conducted an assessment at **Sandpiper 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, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division Aston Henry, Supervisor, Risk Management Sonja Coley, Senior Project Manager, Facilities Design and Construction Broward Teachers Union Federation of Public Employees

RK/tc Enc.

IAQ Assessment

Sandpiper l	Elementary Evaluation Dat	e April 18, 2013	Time of Day 11:00	
Outdoor Conditions Tempera	ture 89.2 Relative	Humidity 54.2	Ambient CO2 472	
		Range CO ² 1113	Range # Occupan MAX 700 > 22 Ambient	its
Noticeable Odor Yes	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	Yes	No	1 Tile over door to 1303C]
Walls Drywall	No	Yes	4 sq inches by file cabinets] [
Floor 12" x 12" Vinyl	No	No]
Ceiling Clean Yes	HVAC Supply Grills Clean	No	HVAC Return Grills Clean Yes	
Walls Clean Yes Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean Yes	
Room Surfaces No Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	
Signs of Pests No Room Cluttered Yes	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners No in Room]
Mechanical Equipment Location	FISH 1303C Bard Q-Tec		Mechanical Room Clean Yes	
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean N/A]
Condensate Pan Clean N/A	Cooling Coil Clean	N/A		
Fresh Air Intake Location	Outside of Room	▼	Fresh Air Intake Free of Obstruction Yes	
Pollutant Sources Near Air Intake	None	▼	or Obstruction	
Observations				
Musty odor - Thermostat set for on ceilings at supply grills - Root cabinets (staff to clean and monibehind file cabinets, pictures, po	m cluttered - 2 areas about 2 in tor for return) - Temperature in	nches round of microbi n room set too cold, wil	al growth on wall surface at file	

Corrective Actions to be Completed by Site Based Staff

DO NOT set thermostats below 72 Degrees			
Thoroughly clean all surfaces			
Clean ceilings around HVAC supply grills			
Clean HVAC supply grills with Wexcide	▼		
Encourage occupant to reduce clutter	▼		
Clean microbial growth from wall and monitor			
	▼		
	▼		

Corrective Actions to be Completed by PPO

Repair HVAC to reduce CO2 level	▼
Evaluate and clean inside of HVAC unit	▼
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