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Risk Management Department

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June 4, 2008

Signature on File

TO: Mr. Charles Radkowski, Principal
Sawgrass Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 850

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

On June 2, 2008 I conducted an assessment of FISH 850 at **Sawgrass 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. 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. Verda Farrow, Area Superintendent
Jan Beal, Area Director
Jeffrey S. Moquin, Director, Risk Management
James Carballo, 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 3401
 Evaluation Requested May 23, 2008
 Evaluation Date June 2, 2008

Sawgrass Elementary School

Time of Day 3:30 pm

Outdoor Conditions Temperature 90.4 Relative Humidity 56.6 Ambient CO2 401

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
850	83.3	72 - 78	63	30% - 60%	463	Max 700 > Ambient	2
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 square foot	
Wall Type	Plaster/Drywall		Yes	Yes		1 square foot	
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	No	Yes	Yes	Repair/replace as appropriate
Flooring	No	Yes	Yes	Clean and sanitize
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	No	Yes	Yes	Clean with Wexcide disinfectant
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings:

- Room was currently unoccupied and A/C was off (auto shut off). Temperature and humidity were elevated due to A/C not running.
- Visible stains on wall and bubbling paint (Southwest corner and baseboard under South window)
- Dust and debris on HVAC return grills
- Dust and debris on floor
- Potted plants in room
- Ants observed on North wall

Recommendations:

Site Based Maintenance:

- Clean HVAC return grills with Wexcide disinfectant solution
- Thoroughly clean and sanitize floor to remove dust and debris
- Remove potted plants. Soil is a source of microbial growth.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

Site Based Maintenance:

- Evaluate and repair cause of staining and bubbling paint on walls (Southwest corner and baseboard under South window). Repair/replace wall material as necessary.
- Initiate work order for pest control