

Aston A. Henry, Director
Risk Management Department

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October 8, 2013

Signature on File

TO: Sherry Rose, Principal
Sawgrass Elementary School

FROM: Richard Rosa, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

<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 18, 2013, I conducted an assessment at **Sawgrass 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, Director, Risk Management
Sonja Coley, Senior Project Manager, Facilities & Construction
Broward Teachers Union
Federation of Public Employees

RR/tc
Enc.

IAQ Assessment

Sawgrass Elementary

Evaluation Date September 18, 2013

Time of Day 2:45

Outdoor Conditions Temperature 86.7

Relative Humidity 75.2

Ambient CO2 435

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
860	74.6	72 - 78	44	30% - 60%	1156	MAX 700 > Ambient	20	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' x 4'		Yes		No		1 tile < 1 sq ft	
Walls	Drywall		Yes		No		8 sq ft	
Floor	12" x 12" Vinyl		Yes		No		10 sq ft	
Ceiling Clean		No	HVAC Supply Grills Clean		Yes	HVAC Return Grills Clean		No
Walls Clean		No	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		N/A
Flooring Clean		No	Ceiling at Supply Grills Clean		Yes			
Room Surfaces Clean		No						
Trash Removed		Yes	Exhaust Fans Working		Yes	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests		No	Drain Traps Wet		N/A	Air Fresheners in Room		Yes
Room Cluttered		Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location			In classroom HVAC unit			Mechanical Room Clean		N/A
Filters Installed Properly		N/A	Filters Clean		N/A	Inside of HVAC Unit Clean		N/A
Condensate Pan Clean		N/A	Cooling Coil Clean		N/A			
Fresh Air Intake Location			Thru exterior wall ▼			Fresh Air Intake Free of Obstruction		Yes
Pollutant Sources Near Air Intake			Grass and landscape ▼					

Observations

Floor staining is due to the water intrusion coming under the wall when it rains, ongoing problem. The wall is wet under the right 1/3 portion of the white marker board. 8 linear feet and up 1 foot from the floor. HFSP knows the location of the water intrusion. Repair the cause of water intrusion and replace the water damaged wall. The exterior appears to have been caulked, may be coming from the roof. Spoke to the instructor and the HFSP to coordinate a time to remove clutter and clean properly.

Corrective Actions to be Completed by Site Based Staff

Heavy dust on Horizontal surfaces	▼
Vacuum/wipe return grill	▼
Thoroughly Clean Stained Flooring adjacent to leak	▼
	▼
	▼
See observations for additional information	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair cause of stained ceiling tiles	▼
Evaluate and repair cause of water damage	▼
Remove and replace wall material as necessary	▼
	▼
	▼
See observations for additional information	▼
	▼
	▼