

SUBJECT:

managing risk with responsibility

Aston A. Henry, Director Risk Management Department			ohone:	754 321-1900 754 321-1917
March 23, 2015	Signature on File	For Cus	stodial Su	pervisor Use Only
TO:	Saemone Hollingsworth Luis, Principal Silver Ridge Elementary			es Addressed es Not Addressed
FROM:	Richard Rosa, Project Manager Risk Management Department	Cus	stoulai issu	es Not Addressed

On March 20, 2015, I conducted an assessment at **Silver Ridge Elementary School.** Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

Indoor Air Quality (IAQ) Assessment

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 754-321-1900.

cc: Shelley Meloni, Executive Director, 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/jj Enc.

IAQ Assessment

Silver Ridge Elementary Eval	luation D	March 20, 2015	Time of Day 12:30 PM	1				
Outdoor Conditions Temperature 82.8	Relati	ve Humidity 52.7	Ambient CO2 438]				
Fish Temperature Range Relative Hun 605 72.2 72 - 78 67%	i	Range <u>CC</u> 0% - 60% 47		ints				
Noticeable Odor No Visible water daystaining? Ceiling 2' X 4' Lay in No Walls Drywall No Floor Rugs / 12"x12" No		Visible microbial growth? No No No	Amount of material affected					
Ceiling Clean Walls Clean Flooring Clean Room Surfaces Clean Yes HVAC Surfices Grills Cle Inside of Duct Cle Ceiling a Grills Cle	ean f Supply an at Supply	Yes	HVAC Return Grills Clean Inside of Return Duct Clean Yes	_				
Trash Removed Yes Exhaust Fans Signs of Pests No Drain T Room Cluttered Yes Food if Stored in in Sealed Contain	raps Wet	N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	<u> </u>				
Mechanical Equipment Location FISH 603 & 609 Filters Installed Properly Yes Filter Condensate Pan Clean Yes Cooling Co	rs Clean oil Clean	Yes	Mechanical Room Clean Inside of HVAC Unit Clean N/A	=				
Fresh Air Intake Location Pollutant Sources Near Air Intake No		▼	Fresh Air Intake Free of Obstruction	s				
Observations There are two throw rugs that needs vacuuming. Students sit on these rugs regularly.								
Corrective Actions to be Completed by Site Based Staff Thoroughly clean throw rugs ▼ Corrective Actions to be Completed by PPO Evaluate the cleaning of the HVAC coils ▼								
Clean mini blinds			C units feeding this classroom	Ť				
Clean dust buildup on horizontal surfaces			s to Reduce Humidity Levels	┪				
Coordinate a schedule between HFSP and	▼	Trapan Trans		▼				

classroom Instructor to clean properly due to clutter
Sweep floor in the mechanical room

IAQ Assessment

Silver Ridge Elem	nentary Evaluation Da	March 20, 2015	Time of Day 12:30 PM	1	
Outdoor Conditions Temperature	82.8 Relativ	e Humidity 52.7	Ambient CO2 438]	
Fish Temperature Range 707 74.9 72 - 78	Relative Humidity 67.8 30	Range <u>CO</u> ² 0% - 60% 450	Range # Occupa MAX 700 > 0 Ambient	ints	
Noticeable Odor No Ceiling 2' X 4' Lay in Walls Drywall Floor 12" x 12" Vinyl	Visible water damage / staining? Yes No	Visible microbial growth? No No No	Amount of material affected 3 ceiling stains		
Ceiling Clean No Walls Clean Yes Flooring Clean Yes Room Surfaces No Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean Ye	<u> </u>	
Trash Removed Yes Signs of Pests No Room Cluttered Yes	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A N/A	Unapproved Chemicals / No Cleaners in Room Air Fresheners in Room	二 [
Mechanical Equipment Location FIS Filters Installed Properly Yes Condensate Pan Clean Yes	H 702 & 708 Filters Clean Cooling Coil Clean	Yes II	Mechanical Room Clean Note that the second	二 [
Fresh Air Intake Location Pollutant Sources Near Air Intake	u exterior wall	▼ ▼	Fresh Air Intake Free of Obstruction	s	
Observations					
Corrective Actions to be Completed by Site Based Staff Replace stained ceiling tiles and monitor Coordinate a schedule between HFSP and Corrective Actions to be Completed by PPO Repair HVAC to reduce humidity level Evaluate cleaning both HVAC coils					
classroom Instructor to clean properly due to clutter ▼ There are two HVAC units feeding this classroom				▼	

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Sweep floor in the mechanical room

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