

managing risk with responsibility

Aston A. Henry, Director
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May 4, 2015	Signature on File	For Custodial Supervisor Use Only
TO:	Roberta Ray, Principal Tamarac Elementary	Custodial Issues Addressed
10.		Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On April 29, 2015, I conducted an assessment at **Tamarac 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 754-321-1900.

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

DM/jj Enc.

IAQ Assessment							
Tamarao	Elementary Evaluation Dat	e April 29, 2015	Time of Day 10:	30 AM			
Outdoor Conditions Temper	ature 75.4 Relative	Humidity 98.4	Ambient CO2 42	22			
		Range CO ² % - 60% 905	Range # Oc MAX 700 > Ambient	23			
Noticeable OdorNoCeiling2' X 4' Lay inWallsFolding PartitionFloor12" x 12" Vinyl	Visible water damage / staining? No No	Visible microbial growth? No No	Amount of material affected				
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes Room Surfaces No Clean	NO HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes			
Trash RemovedNoSigns of PestsNoRoom ClutteredYes	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A Yes Yes	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No			
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		Yes	Mechanical Room Clean nside of HVAC Unit Clean	Yes Yes			
Fresh Air Intake Location Pollutant Sources Near Air Intake	Ducted to roof-top No	▼	Fresh Air Intake Free of Obstruction	Yes			
Observations Classroom cluttered - need to re to be cleaned. 4 supply grill tiles							

Corrective Actions to be Completed by Site Based Staff

	an
Reduce items in classroom.	▼
Thoroughly Clean Classroom	▼
Clean dust buildup on horizantal surfaces	▼
Remove throw rug and clean floor	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Ceiling tile cuts needed around supply vents	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼