

## managing risk with responsibility

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Risk Management Department

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 For Custodial Supervisor Use Only

 Custodial Issues Addressed

 Custodial Issues Not Addressed

September 16, 2013

Signature on File

- TO: Marisa Fishlock, Principal Tedder Elementary School
- FROM: Robert Krickovich, Coordinator I, LEA Risk Management Department
- SUBJECT: Indoor Air Quality (IAQ) Assessment

On September 10, 2013, I conducted an assessment at **Tedder Elementary School**. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ Assessment did not identify any existing conditions significantly impacting IAQ or presenting immediate health and safety concerns 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 allergens and / or conditions noted 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 any item/s identified and noted 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

RK/tc Enc.

	IAQ Assess	nent		
Tedder	Elementary Evaluation Date	e September 10, 2013	3 Time of Day	2:00
Outdoor Conditions Tempera	ature 90.5 Relative	Humidity 61.7	Ambient CO2 4	94
		Range CO % - 60% 877		ccupants 24
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 2' Lay inWallsDrywallFloor12" x 12" Vinyl	No   No   No	No No No		
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesYesCleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes No N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes	-	Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top None	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				
HFSP stated that the schools ch designed as science lab - 5 sink wash has dry drain trap - If traps	s in room - 4 are used as storag	e and have dry drain	traps - floor drain in room	

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 Corrective Actions to be Completed by Site Based Staff

 Run water in all sinks at least twice a month
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 Pour 1 quart of water down all floor drains at least
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 once a month
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## Corrective Actions to be Completed by PPO

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