

RISK MANAGEMENT...

managing risk with responsibility

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August 23, 2007

Signature on File

TO: Dr. Mark Strauss,, Principal
Virginia Shuman Young Elementary School

FROM: Robert Krickovich, Coordinator, LEA
Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 524

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

On August 22, 2007 I conducted an assessment of FISH 524 at **Virginia Shuman Young 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.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby 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 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 754-321-1638.

cc: Dr. Verda Farrow, Area Superintendent
Margaret Underhill, Area Director
Jeffrey S. Moquin, Director, Risk Management
Sheldon Dash, Project Manager, Facilities and Construction Management
Jerrod Neal, 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

RK/tc
Enc.

IAQ Assessment

Virginia Shuman Young Elementary School

Location Number 3321
 Evaluation Requested August 21, 2007
 Evaluation Date August 22, 2007

Time of Day 10:35 am

Outdoor Conditions Temperature 91.9 Relative Humidity 57.2 Ambient CO2 399

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
524	77.9	72 - 78	52.6	30% - 60%	945	Max 700 > Ambient	19
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		No		No		None	
Wall Type		No		No		None	
Flooring		No		No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Walls	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Flooring	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
HVAC Supply Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
HVAC Return Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Ceiling at Supply Grills	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	Clean as appropriate
Surfaces in Room	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	Clean as appropriate

Observations

Findings:

- No water intrusion or microbial growth found in room. All tackboard walls are dry. Eight bookcases of books in the room with no signs of microbial growth.
- Environmental parameters were acceptable at the time of the assessment
- Minor dust build up on faces of cabinets, tops of cabinets, bottom shelf of cabinet and tops of furnishings
- Minor dust and dirt on computers
- Dust build up on ceiling at HVAC supply grills
- FISH 523 - Mechanical Room - Inside of HVAC unit is clean, the pan is clean with a minor amount of condensation, pan is draining properly and the A/C filters were recently changed with only a minor amount of debris on the face of the filter.
- 10 cardboard boxes on top of cabinets, 3 cardboard boxes between cabinet and door and 2 cardboard boxes under computer table

-Recommendations:

Site Based Maintenance:

- Thoroughly clean and dust surfaces throughout the room as indicated above
- Clean ceiling at HVAC supply grills
- Remove cardboard boxes from the room and utilize plastic containers for storage
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate