

managing risk with responsibility

Aston A. Henry, Supervisor Telephone: 754 321-1900 Fax: 754 321-1917

November 2, 2012 Signature on File

TO: Lisa Mays, Principal

Walker Elementary School

FROM: Aston A. Henry, Supervisor

Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only
Custodial Issues Addressed
Custodial Issues Not Addressed

On November 2, 2012, I conducted an assessment at **Walker 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: Directors, School Performance & Accountability
Shelley Meloni, Executive Director, Facilities Design and Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Sonja Coley, Senior Project Manager, Facilities Design and Construction
Broward Teachers Union
Federation of Public Employees

AAH/tc Enc.

IAQ Assessment

Walker Elementary Eva	aluation Date November 2, 2012 Time of Day 12:30	
Outdoor Conditions Temperature 76.6	Relative Humidity 46.8 Ambient CO2 348	
Fish Temperature Range Relative Hull 143 72.5 72 - 78 44.2	midity Range <u>CO²</u> Range # Occupants 30% - 60% 1356 MAX 700 > 20 Ambient	
Noticeable Odor No Visible water d		
Ceiling 2' X 4' Lay in No	No L	
Walls Concrete/Tackable No	No L	
Floor Carpet / VCT No	No	
Ceiling Clean Yes HVAC S Grills Cl		
	of Supply ean Yes Inside of Return Yes	
Room Surfaces No Ceiling a Clean Grills Cl	at Supply lean Yes	
Trash Removed Yes Exhaust Fans	s Working N/A Unapproved Chemicals / Cleaners in Room N/A	
Signs of Pests No Drain	Traps Wet N/A Air Fresheners N/A	
Room Cluttered Yes Food if Stored i in Sealed Conta	in Room is in Room	
Mechanical Equipment Location Floor/Wall Unit	Mechanical Room Clean N/A	
Filters Installed Properly Yes Filter	ers Clean Yes Inside of HVAC Unit Clean Yes	
Condensate Pan Clean Yes Cooling C	Coil Clean Yes	
Fresh Air Intake Location N/A	▼ Fresh Air Intake Free of Obstruction	
Pollutant Sources Near Air Intake	▼	
Observations		
Classroom is cluttered. No visible signs of microbial growth or water intrusion. Minor dust on walls and surfaces throughout the room. CO2 slightly elevated.		
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO		
Thoroughly clean all surfaces	▼ Repair HVAC to reduce CO2 levels ▼	
Clean dust from wall surfaces	V	
Encourage occupant to reduce clutter	V	
	 	
	▼	