

## managing risk with responsibility

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Risk Management Departme	nt

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June 10, 2015	Signature on File	For Custodial Supervisor Use Only
TO:	Philip Bullock, Principal Walker Elementary	Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On June 8, 2015, 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 754-321-1900.

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 Ass	sessment		
Walke	er Elementary Evaluati	on Date June 8, 2	2015 Time of Day	9:30 AM
Outdoor Conditions Tempe	rature 84.7 Re	elative Humidity	84.1 Ambient CO2	438
	RangeRelative Humidit2 - 7861.3	y Range ] 30% - 60%	CO <sup>2</sup> Range           460         MAX 700 >           Ambient	# Occupants
Noticeable Odor Yes	Visible water damag staining?	ge / Visible micro growth?		
Ceiling2' X 2' Lay inWallsDrywallFloor12" x 12" Vinyl	No Yes No	No Yes No	4'X8'	
Ceiling Clean Yes Walls Clean No Flooring Clean No	HVAC Supply Grills Clean Inside of Sup	NO	HVAC Return Grills Clean Inside of Retu	No
Flooring Clean No Room Surfaces No Clean	Duct Clean Ceiling at Su Grills Clean	pply No	Duct Clean	
Trash Removed Yes	Exhaust Fans Wor		Unapproved Chemic Cleaners in Room	als / No
Signs of PestsNoRoom ClutteredNo	Drain Traps Food if Stored in Roo in Sealed Containers	om is	Air Fresheners in Room	No
Mechanical Equipment Location	Bard like HVAC system	in classroom	Mechanical Room Cl	ean N/A
Filters Installed Properly Ye Condensate Pan Clean Ye			Inside of HVAC Unit C	lean Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Behind Bard unit/Exterio	or wall	▼  Fresh Air Intake F    of Obstruction	ree Yes
Observations				
Previous roof leak appears not Thermostat was set @ 66 degr			oved and wall has microbial	growth.

Corrective Actions to be Completed by Site Based Staff

The Classroom is due for summer cleaning	▼
	▼
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	▼
	▼
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## Corrective Actions to be Completed by PPO

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▼	Evaluate water damaged North wall
•	Set Temperature to 72 - 78 degrees
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▼	
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▼	
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