

## managing risk with responsibility

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May 1, 2012

Signature on File

TO: Donna Boruch, Principal

Welleby Elementary School

FROM: Robert Krickovich, Coordinator I, LEA

Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only						
	Custodial Issues Addressed					
	Custodial Issues Not Addressed					
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On April 25, 2012, I conducted an assessment at **Welleby Elementary School**. Attached are findings and recommendations for further assessment, remediation, or corrective actions, if 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: Area Superintendent

Area Directors

Shelley Meloni, Executive Director, Facilities and Construction Management Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance Sonja Coley, Project Manager III, Facilities and Construction Management Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division Aston Henry, Supervisor, Risk Management Broward Teachers Union Federation of Public Employees

RK/tc Enc.

## **IAQ Assessment**

	Welleby Eleme	entary <b>Evalu</b>	ation Date Ap	oril 25, 2012	Time of Day	9:25
Outdoor Conditions	Temperature	67.7	Relative Humidit	y 41.8	Ambient CO2	481
Fish         Temper           401         69.		Relative Humio	dity Range 30% - 60%	<b>CO</b> 652		# Occupants
Noticeable Odor	No	Visible water dam staining?	lage /	e microbial rowth?	Amount o material affe	
Ceiling 2' X 4' L	₋ay in	No		No		
Walls Dryw	all	No		No		
Floor Carp	et	Yes		No		
	Yes Yes	HVAC Sup Grills Clea	· '		HVAC Retur Grills Clean	n Yes
_	Yes	Inside of S Duct Clear			Inside of Rei Duct Clean	turn
Room Surfaces Clean	No	Ceiling at S Grills Clea				
_	Yes	Exhaust Fans W			Unapproved Chemi Cleaners in Room	cals / No
	No No	Drain Tra Food if Stored in F in Sealed Containe	Room is N/A		Air Fresheners in Room	No
Mechanical Equipmen	t Location FISH	403			Mechanical Room C	Clean Yes
Filters Installed Proper	y Yes	Filters	Clean Yes		Inside of HVAC Unit (	Clean Yes
Condensate Pan Cle	ean Yes	Cooling Coil	Clean Yes			
Fresh Air Intake Location	above 403		▼	Fresh Air Intake of Obstruction	Free Yes	
Pollutant Sources Near Intake	Air	Palm Trees ▼			of Obstruction	
Observations						
PPO was repairing car and needs replacemer			I to leave becaus	se of odor fro	om glue. Carpet is se	verely rippled
Corrective Actions to	be Completed b	y Site Based Stat	f Co	rrective Action	ons to be Completed	by PPO
Thorough		▼	Evaluate ca	arpet for replacement	t ▼	
			<del>*</del>			▼
			▼			▼
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