

Aston A. Henry, Supervisor  
Risk Management Department

Telephone: 754 321-1900  
Fax: 754 321-1917

May 3, 2012

**Signature on File**

TO: Mark Narkier, Principal  
**Wilton Manors Elementary School**

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

SUBJECT: Indoor Air Quality (IAQ) Assessment

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

On November 18, 2011, I conducted an assessment at **Wilton Manors 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: 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

Location Number   
 Evaluation Requested   
 Evaluation Date

Wilton Manors Elementary

Time of Day

Outdoor Conditions      Temperature       Relative Humidity       Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="428"/>	<input type="text" value="71.3"/>	<input type="text" value="72 - 78"/>	<input type="text" value="52.8"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="1096"/>	<input type="text" value="Max 700 &gt; Ambient"/>	<input type="text" value="24"/>
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="text" value="No"/>		<input type="text" value="Yes"/>		<input type="text" value="No"/>		<input type="text" value="2 ceiling tiles"/>	
Ceiling Type	<input type="text" value="2 x 4 Lay In"/>		<input type="text" value="Yes"/>	<input type="text" value="No"/>		<input type="text" value="None"/>	
Wall Type	<input type="text" value="Drywall"/>		<input type="text" value="No"/>	<input type="text" value="No"/>		<input type="text" value="None"/>	
Flooring	<input type="text" value="12 x 12 Vinyl"/>		<input type="text" value="No"/>	<input type="text" value="No"/>		<input type="text" value="None"/>	

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

**Observations**

**Findings**

- Deteriorated caulk around sink area
- Possible crack on exterior of building under left window when looking from the exterior.
- 2 stained ceiling tiles above entry door.
- Standing water on sink counter top.
- 3 small (2" x 2") Floor tiles missing on restroom floor.

**Site Based Maintenance:**

- Remove and replace ceiling tiles and monitor. If staining returns contact COMPASS to generate a work order for Physical Plant Operations to evaluate for cause.
- Wipe down spills or standing water as soon as possible.
- Contact COMPASS to generate a work order to replace tiles.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

**Physical Plant Operations:**

- Recaulk sink counter top
- Evaluate exterior wall under left window and repair as appropriate

- NOTE: Work orders EQ02249 and EQ02250 generated 12-1-11