

managing risk with responsibility

Aston A. Henry, Supervisor Telephone: Risk Management Department Fax:

April 12, 2012

Signature on File

TO: Carolyn Eggelletion, Principal

Winston Park Elementary School

FROM: Richard Rosa, Project Manager

Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment

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

754 321-1900

754 321-1917

On March 7, 2012, I conducted an assessment at **Winston Park 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

RR/tc Enc.

IAQ Assessment

Winston Park Elementary Eva	valuation Date March 7, 2012 Time of Day 1345		
Outdoor Conditions Temperature 74.5	Relative Humidity 66.4 Ambient CO2 456		
Fish Temperature Range Relative Hu 202 72 72 - 78 66.2			
Noticeable Odor No Visible water d			
Ceiling 2' X 4' Lay in No	No		
Walls Drywall No	No L		
Floor Carpet/wood/vct No	No L		
Ceiling Clean Yes HVAC S Grills C Walls Clean Yes			
Flooring Clean Yes Inside C	of Supply Inside of Return Duct Clean No		
Room Surfaces No Ceiling Clean Grills C	g at Supply Clean No		
Trash Removed Yes Exhaust Fans	ns Working N/A Unapproved Chemicals / Cleaners in Room No		
Signs of Pests No Drain	Traps Wet N/A Air Fresheners No		
Room Cluttered No Food if Stored in Sealed Conta	I in Room is In Room		
Mechanical Equipment Location FISH 202E Mechanical Room Clean You			
Filters Installed Properly Yes Filter	ters Clean Yes Inside of HVAC Unit Clean Yes		
Condensate Pan Clean Yes Cooling Coil Clean Yes			
Fresh Air Intake Location			
Pollutant Sources Near Air Intake	of Obstruction Yes		
Observations			
Work orders EQ02342 and EQ02343 generated March 21, 2012			
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO			
Thoroughly clean all surfaces	Staff Corrective Actions to be Completed by PPO Repair HVAC to reduce humidity level ▼		
Clean ceilings around HVAC supply grills	▼ R/S grills and drops ▼		
Clean HVAC supply and return grills with Wexcide ▼			
	 		
	 		