

# RISK MANAGEMENT...

managing risk with responsibility

Aston A. Henry, Supervisor  
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March 11, 2010

**Signature on File**

TO: Mr. David Jones, Principal  
**Coconut Creek High School**

FROM: Aston A. Henry, Supervisor  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 103**

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

On March 3, 2010 I conducted an assessment of FISH 103 at **Coconut Creek High School**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

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 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 me at 754-321-1900.

cc: Sharon Airaghi, Area Superintendent  
Jackie Haywood, Area Director  
Jeffrey S. Moquin, Executive Director, Support Operations  
Aston Henry, Supervisor, Risk Management  
Marshall Washington, Project Manager, Facilities and Construction Management  
Ruby Fitzgerald, Broward Teachers Union  
Roy Jarrett, Federation of Public Employees  
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1  
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division  
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

AH/tc  
Enc.

# IAQ Assessment

Location Number 1681  
 Evaluation Requested March 2, 2010  
 Evaluation Date March 3, 2010

Coconut Creek High School

Time of Day 12:45 pm

Outdoor Conditions      Temperature 69.4      Relative Humidity 58      Ambient CO2 320

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
103	69.2	72 - 78	46.8	30% - 60%	1266	Max 700 > Ambient	5
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		No		No		None	
Wall Type		No		No		None	
Flooring		No		No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	Yes	No	No	
Walls	Yes	No	No	
Flooring	No	Yes	Yes	Evaluate carpet for replacement with tile
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant
HVAC Return Grills	No	Yes	Yes	Clean with Wexcide disinfectant
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

## Observations

### Findings:

- Occupant advised has recommendation from doctor to not work in a carpeted area. Carpet is 7+ years old and in need of replacement.
- Air filtration machine that was purchased by EEO is running continuously in the area
- Temperature was low and CO2 level was slightly elevated at the time of the assessment
- Minor dust on HVAC supply and return grills
- Air handler unit maintenance (coil cleaning and filter change) was completed @ 2 weeks ago

### Site Based Maintenance:

- Clean HVAC supply and return grills with Wexcide disinfectant solution
- 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:

- Evaluate for removal of carpet and replacement with tile
- Evaluate HVAC system for proper operation and repair as appropriate to increase temperature and lower CO2 level