

Aston A. Henry, Director
Risk Management Department

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September 22, 2014

Signature on File

TO: Susan Leon-Leigh, Principal
Coral Springs High School

FROM: Dan Meyer, Project Manager
Risk Management Department

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 September 9, 2014, I conducted an assessment at **Coral Springs High 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: 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/tc
Enc.

IAQ Assessment

Coral Springs High

Evaluation Date September 9, 2014

Time of Day 11:30

Outdoor Conditions Temperature 88.7

Relative Humidity 74.1

Ambient CO2 490

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
214	72.5	72 - 78	52.1	30% - 60%	1600	MAX 700 > Ambient	29
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		2 tiles	
Ceiling	2' X 4' Lay in		Yes	No			
Walls	Drywall		No	No			
Floor	12" x 12" Vinyl		No	No			
Ceiling Clean	Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	No		
Walls Clean	Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes		
Flooring Clean	Yes	Ceiling at Supply Grills Clean	No				
Room Surfaces Clean	Yes	Exhaust Fans Working	N/A		Unapproved Chemicals / Cleaners in Room	No	
Trash Removed	Yes	Drain Traps Wet	Yes		Air Fresheners in Room	No	
Signs of Pests	No	Food if Stored in Room is in Sealed Containers	N/A				
Room Cluttered	No	Mechanical Equipment Location		FISH #207		Mechanical Room Clean	No
Filters Installed Properly	Yes	Filters Clean	Yes		Inside of HVAC Unit Clean	Yes	
Condensate Pan Clean	Yes	Cooling Coil Clean	Yes				
Fresh Air Intake Location	Ducted to roof-top					Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	No						

Observations

Bookcase has dust and paper packet has microbial growth. Advised custodian to throw away. 2 water stained tiles in classroom. 3 broken tiles. Dust build up on ceiling tiles by the supply grills. Return grills need to be cleaned. Musty smell in cabinet. Advise staff to clean / remove contents and wipe with Wexcide.

Corrective Actions to be Completed by Site Based Staff

Clean dust build up in Mechanical Room	▼
Clean HVAC return grills with Wexcide	▼
Remove paper packet containing microbial growth	▼
Clean cabinet and wipe with wexcide	▼
Thoroughly clean bookcase	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce CO2 level in classroom	▼
Evaluate fresh dampers in the mechanical room	▼
Ceiling tile cuts needed around supply vents	▼
Evaluate and repair cause of stained ceiling tiles	▼
	▼
	▼
	▼
	▼