

managing risk with responsibility

Telephone:

Fax:

Aston A. Henry, Supervisor
Risk Management Department

June 12, 2012

Signature on File

TO: Michelle Kefford, Principal

Flanagan High 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 June 8, 2012, I conducted an assessment at **Flanagan 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: 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

Flanagan, Cr	naries W. High Evail	uation Date Ju	ine 8, 2012	Time of Day1	2:15			
Outdoor Conditions Tempe	erature 91.7	Relative Humidit	y 56.2	Ambient CO2 4	31			
	Range Relative Hum 72 - 78 55.2	idity Range 30% - 60%	CO ² 695		ccupants			
Noticeable Odor Yes	Visible water dan staining?	nage /	e microbial rowth?	Amount of material affected				
Ceiling 2' x 4'	Yes		No	1 ceiling tile < 1 sq	ft			
Walls Drywall	Yes	Γ	No	12 sq ft				
Floor Carpet	No		No					
Ceiling Clean Yes Walls Clean No	HVAC Su Grills Cle Inside of	an NO		HVAC Return Grills Clean Inside of Return	No			
Flooring Clean Yes	Duct Clea			Duct Clean	Yes			
Room Surfaces Yes Clean	Ceiling at Grills Cle							
Trash Removed Yes	Exhaust Fans \	Working N/A		Unapproved Chemicals / Cleaners in Room	No			
Signs of Pests No	Drain Tr	aps Wet N/A						
Room Cluttered No	Food if Stored in in Sealed Contain	NI/A		Air Fresheners in Room	No			
Mechanical Equipment Locatio	n FISH 131			Mechanical Room Clean	Yes			
Filters Installed Properly Y	es Filter	s Clean Yes		Inside of HVAC Unit Clean	Yes			
Condensate Pan Clean Y	es Cooling Co	il Clean Yes						
Fresh Air Intake Location Pollutant Sources Near Air	Roof top		▼	Fresh Air Intake Free of Obstruction	Yes			
Intake								
Observations		The see Heres II.		P				
In the vault 132A, many cardboard boxes contain files. The cardboard boxes are holding a rancid smell. In order to eliminate the odor, discard the boxes and replace with sealed plastic containers. The HFSP will wipe down the walls and the tops of the file cabinets with wexcide.								
Corrective Actions to be Com				ns to be Completed by PF	$\overline{}$			
Replace stained ceiling tile after repair Evaluate and repair cause of stained ceiling tiles								
Wipe down exterior vault wall with Wexcide Clean HVAC supply grills with Wexcide ▼ ▼								
Vacuum HVAC return grills ▼								

IAQ Assessment

Flanagan, Charles W. High	Evaluation Date	June 8, 2012	Time of Day	1215
Outdoor Conditions Temperature 91.7	Relative Hu	midity 56.2	Ambient CO2 4	31
Fish Temperature Range Relative 132A 74.8 72 - 78 52	Humidity Rar 2.5 30% -	602		ccupants
Noticeable Odor Yes Visible water	ei uailiage i	Visible microbial growth?	Amount of material affected	
Ceiling 2' x 4'		No		
Walls Drywall No	<u> </u>	No		
Floor 12" x 12" Vinyl	<u> </u>	No		
1 1	.C Supply s Clean	No	HVAC Return Grills Clean	N/a
Insid	de of Supply t Clean	Yes	Inside of Return Duct Clean	N/A
	ing at Supply s Clean	Yes		
	_	N/A	Unapproved Chemicals / Cleaners in Room	No
	_	N/A	Air Fresheners	No
Room Cluttered No Food if Store in Sealed Co	ed in Room is ontainers	N/A	in Room	
Mechanical Equipment Location FISH 131			Mechanical Room Clean	Yes
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes Coolin	ng Coil Clean	Yes		
Fresh Air Intake Location Roof top	▼	Fresh Air Intake Free		
Pollutant Sources Near Air Intake	> ▼		of Obstruction	
Observations				
In the vault 132A, many cardboard boxes contain eliminate the odor, discard the boxes and replace and the tops of the file cabinets with wexcide.				
There is no HVAC return in the vault. In the dehumidifier doesn't work and was unplugge			umidifier and flush out wi	th water.
Corrective Actions to be Completed by Site Base	d Staff	Corrective Action	ns to be Completed by Pl	 PO
Clean HVAC supply grills with Wexcide	▼			
	▼			▼
	▼			▼
	▼			▼
	- <u>*</u> 			- *