

RISK MANAGEMENT...

managing risk with responsibility

Jeffrey S. Moquin, Director
Risk Management Department

Telephone: 754-321-3200
Facsimile: 754-321-3290

June 4, 2008

Signature on File

TO: Mr. Chip Osborn, Principal
Hollywood Hills High School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 158

For Custodial Supervisor Use Only	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On May 7, 2008 I conducted an assessment of FISH 158 at **Hollywood Hills 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.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby presenting immediate health and safety concerns 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. 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 754-321-3200.

cc: Dr. Joel Herbst, Area Superintendent
Steven Friedman, Area Director
Jeffrey S. Moquin, Director, Risk Management
Herbert Lee, Project Manager, Facilities and Construction Management
Diane Watts, Broward Teachers Union
Roy Jarrett, National Federation of Public and Private 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

ES/tc
Enc.

IAQ Assessment

Location Number 1661
 Evaluation Requested April 21, 2008
 Evaluation Date May 7, 2008

Hollywood Hills High School

Time of Day 3:15 pm

Outdoor Conditions Temperature 86.7 Relative Humidity 48.2 Ambient CO2 462

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
158	68.2	72 - 78	53.6	30% - 60%	712	Max 700 > Ambient	3
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	Clean and sanitize
HVAC Supply Grills	No	Yes	Yes	Clean with Wexcide disinfectant
HVAC Return Grills	No	Yes	Yes	Clean with Wexcide disinfectant
Ceiling at Supply Grills	No	Yes	Yes	Clean as appropriate
Surfaces in Room	No	Yes	Yes	Clean as appropriate

Observations

Findings:

- Dust and debris on floor and old glue coming up from floor near copier machine
- Dust build up on environmental surfaces (window sills, desks, etc.). Excessive clutter in room.
- Temperature was low at the time of the assessment
- Dust build up on ceiling tiles at HVAC supply grills
- Dust and debris on HVAC supply and return grills

Recommendations:

Site Based Maintenance:

- Thoroughly clean and sanitize floor
- Thoroughly clean environmental surfaces and encourage occupant to reduce clutter to assist with cleaning efforts.
- Adjust thermostat to increase temperature
- Clean ceiling at HVAC supply grills or remove and replace tiles as necessary
- 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