

Aston A. Henry, Director
Risk Management Department

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January 26, 2015 **Signature on File**

TO: Cornelia Hoff, Interim Principal
 Miramar High

FROM: Rick Rosa, 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
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On January 9, 2015, I conducted an assessment at **Miramar High**. 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 754-321-1900.

- 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

RR/jj
Enc.

IAQ Assessment

Miramar High

Evaluation Date January 9, 2015

Time of Day 1:30 PM

Outdoor Conditions Temperature 75.6 Relative Humidity 55.3 Ambient CO2 439

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
242	73.5	72 - 78	58.6	30% - 60%	853	MAX 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
Plaster/2'x4'		Plaster		12" x 12" Vinyl			
No		Yes		Yes		<2 sq ft	
No		No		No		 	
No		No		No		 	

Ceiling Clean	No	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Walls Clean	Yes	Inside of Supply Duct Clean	No	Inside of Return Duct Clean	Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean	Yes		
Room Surfaces Clean	No				

Trash Removed	N/A	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests	No	Drain Traps Wet	N/A	Air Fresheners in Room	No
Room Cluttered	No	Food if Stored in Room is in Sealed Containers	N/A		

Mechanical Equipment Location	Above Ceiling	Mechanical Room Clean	N/A
Filters Installed Properly	Yes	Filters Clean	Yes
Condensate Pan Clean	N/A	Cooling Coil Clean	N/A
		Inside of HVAC Unit Clean	N/A

Fresh Air Intake Location	unknown ▼	Fresh Air Intake Free of Obstruction	N/A
Pollutant Sources Near Air Intake	Not Accessible ▼		

Observations

The plaster ceiling in the dome ceiling is clean (Do not disturb plaster in the dome), a 2'x4' ceiling tile has microbial growth and a portion of the plaster ceiling in the soffit needs repair . Granular debris is visible coming from supply vents.

Corrective Actions to be Completed by Site Based Staff

Thoroughly clean horizontal surfaces	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Clean HVAC supply grills and drops	▼
Evaluate and clean return drop if necessary	▼
Special ceiling tile cuts needed	▼
Repair leak from above drop ceiling HVAC system	▼
Repair water damaged plaster in soffit not the dome	▼
	▼
	▼
	▼