

Aston A. Henry, Director
Risk Management Department

Telephone: 754 321-1900
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April 9, 2015

Signature on File

TO: James Neer, Principal
Monarch High

FROM: Daniel 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 April 8, 2015, I conducted an assessment at **Monarch 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 754-321-1900.

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

DM/jj
Enc.

IAQ Assessment

Monarch High

Evaluation Date April 8, 2015

Time of Day 10:40 AM

Outdoor Conditions Temperature 80.8 Relative Humidity 63.1 Ambient CO2 435

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
512	71.5	72 - 78	60.1	30% - 60%	1716	MAX 700 > Ambient	40
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		No		
Walls	Drywall		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	Yes	HVAC Supply Grills Clean		No	HVAC Return Grills Clean		Yes
Walls Clean	Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		No
Flooring Clean	No	Ceiling at Supply Grills Clean		No			
Room Surfaces Clean	Yes						
Trash Removed	Yes	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	Bard like HVAC system in classroom					Mechanical Room Clean	N/A
Filters Installed Properly	Yes	Filters Clean		Yes	Inside of HVAC Unit Clean		No
Condensate Pan Clean	Yes	Cooling Coil Clean		No			
Fresh Air Intake Location	Behind Bard unit/Exterior wall ▼					Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	No ▼						

Observations

Supply grills need to be cleaned with wexcide. Cooling coil needs to be cleaned. Ceiling tiles around supply grills need to be cleaned or replaced.

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
Clean Supply Grills with Wexcide	▼
Remove cardboard from classroom	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Clean the HVAC coil	▼
Repair HVAC to Reduce Humidity Levels	▼
Repair HVAC to reduce CO2 level in classroom	▼
	▼
	▼
	▼
	▼

