

managing risk with responsibility

Aston A. Henry, Director Risk Management Department		Telephone: Fax:	754 321-1900 754 321-1917	
May 14, 2015	Signature on File	For Custodial S	upervisor Use Only	
TO:	James Neer, Principal Monarch High		ues Addressed	
FROM:	Daniel Meyer, Project Manager Risk Management Department	Custodial Iss	ues Not Addressed	
SUBJECT:	Indoor Air Quality (IAQ) Assessment			

On May 12, 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 not identify any existing conditions significantly impacting IAQ or 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 allergens and / or conditions noted 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 any item/s identified and noted 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								
Ν	Monarch High Evaluation Dat	May 12, 2015	Time of Day 11:	45 AM				
Outdoor Conditions Tempe	rature 86.3 Relative	Humidity 73.6	Ambient CO2 4	15				
		Range CO ² % - 60% 548		ccupants 2				
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected					
Ceiling 2' X 4' Lay in Walls Drywall		No						
Floor 12" x 12" Vinyl		No						
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes				
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes				
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes						
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No				
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	Yes				
Mechanical Equipment Location	Bard like HVAC system in clas	ssroom	Mechanical Room Clean	N/A				
Filters Installed Properly	es Filters Clean	Yes	Inside of HVAC Unit Clean	Yes				
Condensate Pan Clean Ye	Cooling Coil Clean	Yes						
Fresh Air Intake Location Pollutant Sources Near Air	Behind Bard unit/Exterior wal	I ▼	Fresh Air Intake Free of Obstruction	Yes				
Intake Observations								
Window in classroom was ope	n during inspection. Should be k to be removed. Found no other c			pray air				

Corrective Actions to be Completed by Site Based Staff

Advise School staff to keep windows closed	▼
Remove spray air freshener	▼
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	▼
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Corrective Actions to be Completed by PPO

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