

Aston A. Henry, Supervisor
Risk Management Department

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February 1, 2013

Signature on File

TO: Jonathan Williams, Principal
Northeast High School

FROM: Robert Krickovich, Coordinator I, LEA
Facilities Design and Construction

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 January 31, 2013, I conducted an assessment at **Northeast 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: Directors, School Performance & Accountability
Shelley Meloni, Executive Director, Facilities Design and Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Sonja Coley, Senior Project Manager, Facilities Design and Construction
Broward Teachers Union
Federation of Public Employees

RK/tc
Enc.

IAQ Assessment

Northeast High

Evaluation Date January 31, 2013

Time of Day 1:30

Outdoor Conditions Temperature 71.2 Relative Humidity 54.4 Ambient CO2 438

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
283	70.3	72 - 78	43.5	30% - 60%	2045	MAX 700 > Ambient	12
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		2 tiles less than 1 sq ft each	
Ceiling	2' X 4' Lay in		Yes	No			
Walls	Plaster		No	No			
Floor	12" x 12" Vinyl		No	No			

Ceiling Clean	Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Walls Clean	Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean	Yes		
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	Roof Top	Mechanical Room Clean	Yes
Filters Installed Properly	No	Filters Clean	No
Condensate Pan Clean	Yes	Cooling Coil Clean	Yes
		Inside of HVAC Unit Clean	Yes

Fresh Air Intake Location	Roof top ▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	None ▼		

Observations

Water stain in light fixture at door to room - stained ceiling tile at light fixture - stained ceiling tile over left window - Filter Spacers on top of units not installed in filter rack - This allows dust, dirt debris and other allergens to bypass the filters and be reintroduced into the supply air stream. These contaminates / allergens are then distributed into the occupied areas of the building through the HVAC duct work, and could cause an allergic reaction (sneezing, watery eyes, congestion, etc) in some individuals.

Corrective Actions to be Completed by Site Based Staff

Clean light fixture lens	▼
Install new A/C filters and check regularly	▼
Install A/C filter filler panels or generate a work order for new ones	▼
Remove and replace stained ceiling tiles	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce CO2 levels	▼
Repair cause of stained light fixture lens (roof)	▼
Repair cause of stained ceiling tile over window	▼
	▼
	▼
	▼
	▼