

managing risk with responsibility

Aston A. Henr Risk Managem	ry, Director nent Department	Telephone: 754 321-1900 Fax: 754 321-1917			
July 15, 2013	Signature on File	For Custodial Supervisor Use Only			
TO:	Jonathan Williams, Principal Northeast High School	Custodial Issues Addressed Custodial Issues Not Addressed			
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department				
SUBJECT:	Indoor Air Quality (IAQ) Assessment				

On July 10, 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: Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, 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

RK/tc Enc.

IAQ Assessment

	Northeast High	Evaluation Da	te July 1	0, 2013	Time of Day	2:30
Outdoor Conditions Ter	mperature 87.9	P Relativ	e Humidity [71.2	Ambient CO2	475
Fish Temperature 123 67.8	Range Rel 72 - 78	73.6 30	Range % - 60%	CO ² 596	Range # 6 MAX 700 > Ambient	Occupants 1
Noticeable Odor No		water damage / staining?	Visible m grow		Amount of material affected	
Ceiling 2' X 4' Lay in		No	Ye	s	20 +/- Tiles	
Walls Plaster		No	No			
Floor 12" x 12" Vinyl		No	No	<u> </u>		
Ceiling Clean No Walls Clean Yes Flooring Clean Yes		HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes		HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean		Ceiling at Supply Grills Clean	No			
Trash Removed Yes Signs of Pests No	Exha	ust Fans Working Drain Traps Wet	N/A		Unapproved Chemicals Cleaners in Room	/ No
Room Cluttered No		Stored in Room is ed Containers	N/A		Air Fresheners in Room	No
Mechanical Equipment Loca	Roof Top				Mechanical Room Clear	n N/A
Filters Installed Properly	N/A	Filters Clean	N/A	I	nside of HVAC Unit Clear	n N/A
Condensate Pan Clean	N/A C	ooling Coil Clean	N/A			
Fresh Air Intake Location Pollutant Sources Near Air	Roof top			▼	Fresh Air Intake Free of Obstruction	Yes
Intake Observations						
All ceiling tiles dirty - Tiles	around supply gril	Is may have micr	obial growth).		
Staff just stripped and wax	ed floors (may exp	lain elevated hun	nidity)			
Corrective Actions to be C	ompleted by Site E	Based Staff	Corre	ctive Action	s to be Completed by	PPO
	-	▼ [Rem	ove and rep	place ALL ceiling tiles	▼
		▼	Eva	luate HVAC	for proper operation	▼
		▼				▼
		▼				▼
		▼				▼

IAQ Assessment

	Northeast Hi	gh Evaluatio	n Date July	10, 2013	Time of Day	2:30
Outdoor Conditions Te	emperature	87.9 Rel	ative Humidity	71.2	Ambient CO2 4	75
Fish Temperature 73.4	Range 72 - 78	Relative Humidity 55.7	Range 30% - 60%	CO ² 479	Range # O MAX 700 > Ambient	ccupants 1
Noticeable Odor No	v	isible water damage staining?	• •	microbial wth?	Amount of material affected	
Ceiling 2' X 4' Lay i	n	No	Y	'es	48 +/- Tiles	
Walls Plaster		No		No		
Floor 12" x 12" Viny	/I	No		No		
Ceiling Clean No Walls Clean Yes] 1	HVAC Supply Grills Clean	Yes		HVAC Return Grills Clean	Yes
Flooring Clean Yes]	Inside of Supp Duct Clean	Yes		Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean]	Ceiling at Sup Grills Clean	ply No			
Trash Removed Yes]	Exhaust Fans Work			Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No Room Cluttered No		Drain Traps \ ood if Stored in Roor Sealed Containers			Air Fresheners in Room	No
Mechanical Equipment Loc	cation Roof To	op			Mechanical Room Clean	N/A
Filters Installed Properly	N/A	Filters Cle	an N/A		Inside of HVAC Unit Clean	N/A
Condensate Pan Clean	N/A	Cooling Coil Cle	ean N/A			
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof to	р		V	Fresh Air Intake Free of Obstruction	Yes
Observations						
All ceiling tiles dirty - Tiles	s around suppl	y grills may have I	microbial grow	th.		
Corrective Actions to be	Completed by S	Site Based Staff			ns to be Completed by Pl	PO
		→	-		eplace ALL ceiling tiles C for proper operation	- ▼
		▼		and HA		▼
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