

## managing risk with responsibility

754 321-1900

754 321-1917

Telephone:

Fax:

A ston A. Henry, Supervisor Risk Management Department

	Signature on File	
April 9, 2012		For Custodial Supervisor Use Only
TO:	Mr. John LaCasse, Principal Nova High School	Custodial Issues Addressed  Custodial Issues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Facilities and Construction Management	
SUBIECT:	Indoor Air Quality (IAQ) Assessment	

On March 22, 2012, I conducted an assessment at **Nova 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: Area Superintendent
Area Directors
Shelley Meloni, Executive Director, Facilities and Construction Management
Mark Dorsett, Acting Director, Physical Plant Operations Division, Maintenance
Sonja Coley, Project Manager III, Facilities and Construction Management
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Aston Henry, Supervisor, Risk Management
Broward Teachers Union
Federation of Public Employees

RK/tc Enc.

## **IAQ Assessment**

	Nova High <b>Eval</b> ua	ation Date Marc	ch 22, 2012	Time of Day	10:30				
Outdoor Conditions Temperate	ure 78.5	Relative Humidity	67.5	Ambient CO2	475				
Fish         Temperature         Ran           832         65.8         72 -	·	dity Range 30% - 60%	<b>CO</b> <sup>2</sup> 2194	Range MAX 700 > Ambient	# Occupants				
Noticeable Odor No  Ceiling 2' X 4' Lay in	Visible water dam staining?	gro	microbial owth?	Amount of material affects	ed				
Walls Drywall Floor 12" x 12" Vinyl	No No	_	No L						
Ceiling Clean Yes Walls Clean Yes	HVAC Sup Grills Clea			HVAC Return Grills Clean	No				
Flooring Clean No	Inside of S Duct Clear	NO NO		Inside of Retur Duct Clean	n No				
Room Surfaces Yes Clean	Ceiling at S Grills Clea	'''   NA							
Trash Removed Yes  Signs of Pests No	Exhaust Fans W			Inapproved Chemica Cleaners in Room	ls / Yes				
Signs of Pests No  Room Cluttered No	Drain Tra Food if Stored in F in Sealed Containe	Room is N/A		Air Fresheners in Room	No				
Mechanical Equipment Location	Ceiling mounted fan c	oil unit	N	lechanical Room Cle	an N/A				
Filters Installed Properly  Condensate Pan Clean  N/A	Filters Cooling Coil		Ins	ide of HVAC Unit Cle	ean No				
Fresh Air Intake Location [ Pollutant Sources Near Air Intake			▼	Fresh Air Intake Fr of Obstruction	ee				
Observations					_				
1" air filters - Date on air filters 1/18/12 - dust build up is so heavy they are being pulled into the unit allowing air bypass - Duct work is dusty - grills are dusty - inside of unit is dusty. (All rooms in building are the same need filters changed, supply grills cleaned, and ceiling tiles at supply grills replaced).									
Non-approved chemicals - 1 can Lysol spray and 1 gallon Glidden paint									
Corrective Actions to be Completed by Site Based Staff  Clean supply and return grills - Entire Building  ▼  Clean HVAC unit  ▼									
Clean supply and return grills - Entire Building ▼ Clean HVAC unit									
Clean ceilings around supply grills - Entire Building ▼ R/S grills and drops									

Clean supply and return grills - Entire Building			
Clean ceilings around supply grills - Entire Building			
Replace air filters - all rooms in building	▼		
Call in work order to replace dirty ceiling tiles	▼		
need cuts at HVAC supply grills throughout building			
Thoroughly clean and sanitize flooring	▼		
Remove non-approved chemicals from room			
	▼		

Clean HVAC unit		
R/S grills and drops		
Remove and replace ceiling tiles at supply grills		
	▼	
	▼	
	▼	
	▼	
	▼	