

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Departme	ent

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March 4, 2015	Signature on File	
·	0	For Custodial Supervisor Use Only
TO:	Olayemi Awofadeju, Principal	Custodial Issues Addressed
	South Broward High	Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On February 27, 2015, I conducted an assessment at **South Broward 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

RR/jj Enc.

	IAQ Assess	nent		
South Br	oward High Evaluation Dat	e February 27, 2015	Time of Day 10:0	00 AM
Outdoor Conditions Tempera	ture 71.3 Relative	Humidity 84.2	Ambient CO2 45	56
		Range CO ² % - 60% 1111		cupants 22
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in Walls Drywall	No	No No		
Floor 12" x 12" Vinyl	Νο	Νο		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean Inside of Supply	Yes	HVAC Return Grills Clean Inside of Return	No
Flooring Clean Yes	Duct Clean	Yes	Duct Clean	No
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 Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH 332		Mechanical Room Clean	Yes
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location	Thru exterior wall	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο	▼	of obstruction	
Observations				

Corrective Actions to be Completed by Site Based Staff

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

Confective Actions to be completed by 110	
Repair HVAC to Reduce Humidity Levels	▼
Set Temperature to 72 - 78 degrees	▼
Clean return drop	▼
	▼
	▼
	▼
	▼
	▼