

Aston A. Henry, Director
Risk Management Department

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May 27, 2015

Signature on File

TO: Jimmy Arrojo, Principal
Western High

FROM: Richard Rosa, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only

- Custodial Issues Addressed
- Custodial Issues Not Addressed
- _____
- _____

On May 18, 2015, I conducted an assessment at **Western 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 Assessment

Western High

Evaluation Date May 18, 2015

Time of Day 2:00 PM

Outdoor Conditions Temperature 86.3 Relative Humidity 67.5 Ambient CO2 426

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
724	70.9	72 - 78	70.3	30% - 60%	995	MAX 700 > Ambient	
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
2' X 4' Lay in		Drywall		12" x 12" Vinyl			
No		No		No		 	
No		No		No		 	
No		No		No		 	

Ceiling Clean	Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Walls Clean	Yes	Inside of Supply Duct Clean	No	Inside of Return Duct Clean	No
Flooring Clean	Yes	Ceiling at Supply Grills Clean	No		
Room Surfaces Clean	N/a				

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	FISH 723 (unit located on the left)	Mechanical Room Clean	Yes
Filters Installed Properly	Yes	Filters Clean	Yes
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	No ▼		

Observations

Corrective Actions to be Completed by Site Based Staff

Preparation and paint ceiling grid adjacent to supply grills	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to Reduce Humidity Levels	▼
Set Temperature to 72 - 78 degrees	▼
Evaluate cleaning the supply drops	▼
Evaluate cleaning return grill	▼
	▼
	▼
	▼
	▼