

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Departme	nt

754 321-1900 Telephone: Fax: 754 321-1917

April 17, 2015	Signature on File	For Custodial Supervisor Use Only
TO:	Ryan Reardon, Principal Lauderhill 6-12	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On April 15, 2015, I conducted an assessment at Lauderhill 6-12. 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.

Shelley Meloni, Executive Director, Facilities & Construction cc: 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

DM/jj Enc.

		IAQ Assessm	nent		
	Lauderhill 6-12	Evaluation Date	April 15, 201	5 Time of Day 10):30 AM
Outdoor Conditions Ten	nperature 84.8	Relative	Humidity 59.5	Ambient CO2	418
FishTemperature10572.9	~			CO ² Range # C 734 MAX 700 > Ambient	Occupants
Noticeable Odor No		ter damage / ning?	Visible microbia growth?	Amount of material affected	
Ceiling 2' X 4' Lay in		lo	No		
Walls Plaster		lo	No		
Floor 12" x 12" Vinyl		0	No		
Ceiling Clean Yes Walls Clean Yes		AC Supply Ils Clean	No	HVAC Return Grills Clean	No
Flooring Clean Yes		ide of Supply ct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean		ling at Supply Ils Clean	Yes		
Trash Removed Yes		Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No	Dr	ain Traps Wet	N/A	Air Fresheners	No
Room Cluttered No	Food if Sto in Sealed C	red in Room is containers	N/A	in Room	
Mechanical Equipment Loca	tion FISH #159			Mechanical Room Clean	Yes
Filters Installed Properly	Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean	Yes Cooli	ng Coil Clean	Yes		
Fresh Air Intake Location	Ducted to roof-	top	•	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο			¬ · · · · · · · · · · · · · · · · · · ·	
Observations					
Both Supply and return gril	Is need to be cleaned	-			

Corrective Actions to be Completed by Site Based Staff

Clean HVAC supply and return grills with Wexcide	▼
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Corrective Actions to be Completed by PPO

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	IAQ Assessi	ment		
Lau	derhill 6-12 Evaluation Dat	e April 15, 2015	Time of Day 10:	30 AM
utdoor Conditions Tempera	ture 84.8 Relative	Humidity 59.5	Ambient CO2 4	18
		Range CC % - 60% 69		ccupants 1
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsPlasterFloorCarpet	No No	No No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	No	HVAC Return Grills Clean	No
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces No Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH #159		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 Pollutant Sources Near Air Intake	Ducted to roof-top No	▼	Fresh Air Intake Free of Obstruction	Yes
Observations				
Supply grills need to be wipe wind changed. Pass-thru grill in door of 4 ceiling tiles need to be repla	needs to be wiped with wexcid			

Corrective Actions to be Completed by Site Based Staff

Minor dust on elevated surfaces	▼
Clean HVAC supply grills with Wexcide	▼
Vacuum return grill	▼
Thoroughly clean elevated surfaces	▼
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Corrective Actions to be Completed by PPO

Replace ceiling tiles cuts needed	▼
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	IAQ Assessi	ment		
Lau	derhill 6-12 Evaluation Dat	te April 15, 2015	Time of Day 10:	30 AM
outdoor Conditions Tempera	ture 84.8 Relative	e Humidity 59.5	Ambient CO2 4	18
		Range CO % - 60% 786		cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsPlasterFloorCarpet	No No	No No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Νο	HVAC Return Grills Clean	No
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces No Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH #159		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 Pollutant Sources Near Air	Ducted to roof-top	▼	Fresh Air Intake Free of Obstruction	Yes
Intake Observations				
Supply grills need to be wipe wit cleaned - dusty.	h wexcide and return grill need	ds to be vacuumed. E	levated surfaces need to b	e

Corrective Actions to be Completed by Site Based Staff

Minor dust on elevated surfaces	▼
Clean HVAC supply grills with Wexcide	▼
Vacuum return grill	▼
Thoroughly clean elevated surfaces	▼
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Corrective Actions to be Completed by PPO

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