

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Department	

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April 24, 2014	Signature on File	For Custodial Supervisor Use Only
TO:	James McDermott, Principal Bair Middle School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Dan Meyer, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On March 26, 2014, I conducted an assessment at **Bair Middle School**. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ Assessment did not identify any existing conditions significantly impacting IAQ or presenting immediate health and safety concerns 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 allergens and / or conditions noted 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 any item/s identified and noted 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						
	Bair Middle Evaluation Dat	e March 26, 2014	Time of Day 9:30 AM			
Outdoor Conditions Tempera	ture 59.7 Relative	Humidity 40.1	Ambient CO2 425			
		Range         CO <sup>2</sup> % - 60%         470	Range# OccupantsMAX 700 >2Ambient2			
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected			
Ceiling2' X 4' Lay inWallsDrywall/TackboardFloor12" x 12" Vinyl	No No	No No				
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesYesCleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes	HVAC Return Grills Clean No Inside of Return Duct Clean Yes			
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room			
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		Yes I Yes	Mechanical Room Clean Yes nside of HVAC Unit Clean Yes			
Fresh Air Intake Location Pollutant Sources Near Air Intake	Ducted to roof No	<ul><li>▼</li></ul>	Fresh Air Intake Free of Obstruction Yes			
Observations Dust build up on dampers inside	return air grills and on elevate	ed surfaces throughout	the room.			

Corrective Actions to be Completed by Site Based Staff

Thoroughly clean elevated surfaces	▼
Clean HVAC return grills with Wexcide	▼
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## Corrective Actions to be Completed by PPO

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