

Aston A. Henry, Supervisor
Risk Management Department

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April 14, 2012

Signature on File

TO: Sabine Phillips, Principal
Crystal Lake Middle School

FROM: Robert Krickovich, Coordinator I, LEA
Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed

On October 4, 2011, I conducted an assessment at **Crystal Lake Middle 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

Crystal Lake Community Middle

Evaluation Date October 4, 2011

Time of Day 1:45

Outdoor Conditions Temperature 89.3

Relative Humidity 40.2

Ambient CO2 444

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
148	71.6	72 - 78	62.7	30% - 60%	939	MAX 700 > Ambient	4
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		No		No		Spotty	
2' X 4' Lay in		Metal		12" x 12" Vinyl		No	
No		No		No		No	
Ceiling Clean	No	HVAC Supply Grills Clean	No	HVAC Return Grills Clean	No		
Walls Clean	No	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes		
Flooring Clean	Yes	Ceiling at Supply Grills Clean	No				
Room Surfaces Clean	No						
Trash Removed	Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No		
Signs of Pests	No	Drain Traps Wet	Yes	Air Fresheners in Room	No		
Room Cluttered	Yes	Food if Stored in Room is in Sealed Containers	N/A				
Mechanical Equipment Location						Mechanical Room Clean	
Filters Installed Properly		Filters Clean		Inside of HVAC Unit Clean			
Condensate Pan Clean		Cooling Coil Clean					
Fresh Air Intake Location						Fresh Air Intake Free of Obstruction	
Pollutant Sources Near Air Intake							

Observations

- Dust build up on HVAC supply and return grills, ceiling at supply grills, walls and on elevated surfaces.
- Minor spots of microbial growth on walls.
- Room extremely cluttered. Stuffed animals, upholstered cane bar stool, papers and posters on walls. Encourage occupant to reduce clutter to assist with cleaning efforts.

Corrective Actions to be Completed by Site Based Staff

Thoroughly clean all surfaces	▼
Encourage occupant to reduce clutter	▼
Clean HVAC supply and return grills with Wexcide	▼
Clean ceilings around HVAC supply grills	▼
Remove stuffed animals as they are a source of allergens unless thoroughly cleaned frequently	▼
Remove non-approved furnishings	▼
Wipe down walls with Wexcide disinfectant	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce humidity level	▼
	▼
	▼
Work order EQ02176 generated 10/20/11	▼
	▼
	▼
	▼
	▼