

Aston A. Henry, Supervisor Risk Management Department

managing risk with responsibility

 Telephone:
 754 321-1900

 Fax:
 754 321-1917

June 12, 2012	Signature on File	For Custodial Supervisor Use Only
TO:	James McDermott, Principal Forest Glen Middle School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department	
SUBIECT:	Indoor Air Ouality (IAO) Assessment	

On June 4, 2012, I conducted an assessment at **Forest Glen 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 Assess	nent		
Forest C	Glen Middle Evaluation Date	e June 4, 2012	Time of Day 1	0:00
Outdoor Conditions Tempera	ture 86.6 Relative	Humidity 71.6	Ambient CO2 4	62
		Range CO ² % - 60% 564		2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 2' Lay inWallsPlasterFloor12" x 12" Vinyl	No No	No No No		
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesYesCleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes
Trash RemovedYesSigns of PestsYesRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	Yes Yes
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		No Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Outside of 520A None	▼	Fresh Air Intake Free of Obstruction	Yes
Observations HVAC supply and return grills du "Power House Ultra Oxygen Clea		lusty - Ants on windov	vsills - 2 Glade plug ins ar	nd

Corrective Actions to be Completed by Site Based Staff

Clean HVAC supply and return grills with Wexcide	
Clean ceilings around HVAC supply grills	▼
Remove chemicals and/or air fresheners	▼
Remove and replace A/C filters	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Generate work order for pest control - Ants	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

	IAQ Assess	nent		
Forest Gler	n Middle Evaluation Date	e June 4, 2012	Time of Day	0:00
Outdoor Conditions Temperatur	e 86.6 Relative	Humidity 71.6	Ambient CO2 4	62
Fish Temperature Range 702 75.6 72 - 78		Range CO ² % - 60% 863		21
Noticeable Odor Yes Ceiling 2' X 2' Lay in	Visible water damage / staining?	Visible microbial growth? No	Amount of material affected	
Valls Plaster Floor 12" x 12" Vinyl	No Yes No	No	70 sq ft	
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes Room Surfaces Yes Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredYes	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location FI Filters Installed Properly Yes Condensate Pan Clean Yes	SH 703 Filters Clean Cooling Coil Clean	Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes
Dellutent Seurese Neer Air	etween 702 & 703 one	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations Musty Odor - Water damaged wall n damage right side and sill of back w				- Water

Corrective Actions to be Completed by Site Based Staff

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▼

Corrective Actions to be Completed by PPO

i	
Repair cause of water intrusion at door	▼
Repair cause of water intrusion at back windows	▼
Replace water damaged wall material	▼
	▼
	▼
	▼
	▼
	▼