

## managing risk with responsibility

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Risk Man	agemen	t De	partme	nt

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June 8, 2015	Signature on File	For Custodial Supervisor Use Only
TO:	Krista Herrera, Principal <b>Glades Middle</b>	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On June 4, 2015, I conducted an assessment at **Glades 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 754-321-1900.

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 Assess	sment	
	Glades Middle Evaluation Da	ate June 4, 2015	Time of Day 11:00 AM
Outdoor Conditions Tem	perature 84.2 Relativ	e Humidity 76.7	Ambient CO2 457
FishTemperature305F70.8	RangeRelative Humidity72 - 7852.030	Range         CO <sup>2</sup> 0% - 60%         667	Range# OccupantsMAX 700 >Ambient
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected
Ceiling 2' X 4' Lay in Walls Drywall	Yes Yes	<u>No</u> Yes	1 ceiling tile 50 sq ft/1 sq ft
Floor Quarry Tile		No	
Ceiling Clean No Walls Clean No Flooring Clean Yes Room Surfaces Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply	Yes Yes	HVAC Return Grills Clean Yes Inside of Return Duct Clean Yes
Clean Trash Removed Yes Signs of Pests No	Grills Clean Exhaust Fans Working Drain Traps Wet	N/A N/A	Unapproved Chemicals / Cleaners in Room
Room Cluttered No	Food if Stored in Room is in Sealed Containers		Air Fresheners No in Room
Mechanical Equipment Locat	ion FISH 356		Mechanical Room Clean Yes
Filters Installed Properly	Yes Filters Clean	No	Inside of HVAC Unit Clean Yes
Condensate Pan Clean	Yes Cooling Coil Clean	Yes	
Fresh Air Intake Location Pollutant Sources Near Air Intake	Thru South exterior wall	<ul><li>▼</li></ul>	Fresh Air Intake Free Yes

## Observations

Repair quarry tile grout and seal where tile meets the drywall in kitchen F-305 leading into room F-305F. Inside the room 305F, remove water damaged wall board from floor up to 4', from the door frame to the adjacent wall. Remove water damaged wall board from the adjacent wall from floor up 2 ' and 10 ' to the next wall. Minor microbial growth is due to water intrusion possibly from opposite side of the wall. There is a washing machine and water hookup in the wall in F-304. Remove necessary drywall to evaluate and repair leak. F-305F is a food storage room

Corrective Actions to be Completed by Site Based Staff

Replace stained ceiling tile	
Filters to be replaced and dated properly	
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Seal grout and quarry tile in kitchen per observation	▼
Replace water damaged wall board in 305F	▼
Repair leak in adjacent 305F/304 wall	▼
	▼
	▼
	▼
	▼
	▼