

# RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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September 10, 2007

**Signature on File**

TO: Mr. Frank Zagari, Principal  
**Indian Ridge Middle School**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**FISH 104**

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

On September 6, 2007 I conducted an assessment FISH 104 at **Indian Ridge Middle School**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby 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 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. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all 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 me at 754-321-3200.

cc: Dr. Verda Farrow, Area Superintendent  
Margaret Underhill, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
James Carballo, Project Manager, Facilities and Construction Management  
Ralph Eckhardt, Broward Teachers Union  
Roy Jarrett, Federation of Public Employees  
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1  
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division  
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

ES/tc  
Enc.

# IAQ Assessment

Location Number 3471  
 Evaluation Requested September 4, 2007  
 Evaluation Date September 6, 2007

Indian Ridge Middle School

Time of Day 3:00 pm

Outdoor Conditions      Temperature 89.1      Relative Humidity 56.7      Ambient CO2 460

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
104	75.3	72 - 78	43	30% - 60%	1184	Max 700 > Ambient	3
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling Type		No		No		None	
Wall Type		No		No		None	
Flooring		No		No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Walls	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Flooring	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	Clean and sanitize
HVAC Supply Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
HVAC Return Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Ceiling at Supply Grills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> No	
Surfaces in Room	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	Clean as appropriate

**Observations**

**Findings:**

- Environmental parameters were acceptable
- Dust and debris on floor between teachers' desk and window
- Dust build up on top shelf and counter

**-Recommendations:**

**Site Based Maintenance:**

- Clean and sanitize floor
- Clean top shelf and counter
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate