

managing risk with responsibility

Aston A. Henry, Director Risk Management Department
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Combornale or 22	2014	Cignology on File	
September 22,	2014	Signature on File	For Custodial Supervisor Use Only
TO:	Frank Zagari, Principa Indian Ridge Middle		Custodial Issues Addressed
FROM:	Richard Rosa, Project N Risk Management Dep	ē	Custodial Issues Not Addressed
SUBJECT:	Indoor Air Quality (IA	Q) Assessment	

On September 11, 2014, I conducted an assessment at **Indian Ridge 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: 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/tc Enc.

IAQ Assessment							
Indian Ri	dge Middle Evaluation Dat	September 11, 2014	Time of Day	11:15			
Outdoor Conditions Tempera	ture 85.2 Relative	e Humidity 67.1	Ambient CO2 5	528			
		Range CO ² % - 60% 813		ccupants			
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected				
Ceiling2' X 4' Lay inWallsPlasterFloor12" x 12" Vinyl	No No	No No					
Ceiling Clean No Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes			
Room Surfaces No	Ceiling at Supply Grills Clean	Νο					
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No			
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes	7	Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes No			
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top No	▼	Fresh Air Intake Free of Obstruction	Yes			
Observations							

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Corrective Actions to be Completed by PPO

Clean inside HVAC unit, debris in filter area	▼
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IAQ Assessment							
India	n Ridge Middle	Evaluation Date	September 11, 20	14 Time of Day	11:45		
Outdoor Conditions Temp	perature 85.2	Relative H	lumidity 67.1	Ambient CO2	528		
FishTemperature16971.7	~		ange Co - 60% 80		Occupants		
Noticeable OdorNoCeiling2' X 4' Lay inWallsPlaster		_	Visible microbial growth? No No	Amount of material affected			
Floor12" x 12" VinylCeiling CleanNoWalls CleanYesFlooring CleanYesRoom SurfacesNoCleanVes	Grill Insid Duc Ceili	C Supply s Clean de of Supply t Clean ing at Supply s Clean	<u>No</u> Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	Yes		
ClearTrash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust F Dra	ans Working ain Traps Wet ed in Room is	No Yes N/A	Unapproved Chemicals Cleaners in Room Air Fresheners in Room	/ <u>No</u> No		
	Yes	Filters Clean ng Coil Clean	Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clear			
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top No		▼	Fresh Air Intake Free of Obstruction	Yes		
Observations The emergency exhaust fan in elevated humidity issue	n the center of the ro	om is stuck op	en 24/7 and is full o	of dust. This should corre	ct slightly		

Thoroughly clean horizontal surfaces	▼
Clean ceilings around HVAC supply grills	▼
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Corrective Actions to be Completed by PPO

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Clean inside HVAC unit, debris in filter area	▼
Clean exhaust duct to damper	▼
Repair exhaust fan damper to close properly	▼
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IAQ Assessment						
Indian Ridg	e Middle Evaluation Dat	September 11, 2014	Time of Day	2:15		
Outdoor Conditions Temperatu	re 85.2 Relative	e Humidity 67.1	Ambient CO2 5	28		
Fish Temperature Rang 170 72.8 72 - 7		Range CO ² % - 60% 777	Range # O MAX 700 > [Ambient	ccupants		
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected			
Ceiling 2' X 4' Lay in	No	No				
Walls Plaster	No	No				
Floor 12" x 12" Vinyl	No	No				
Ceiling Clean No Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes		
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes		
Room Surfaces No Clean	Ceiling at Supply Grills Clean	Νο				
Trash Removed Yes	Exhaust Fans Working	No	Unapproved Chemicals / Cleaners in Room	No		
Signs of Pests No	Drain Traps Wet	Yes	Air Fresheners			
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	in Room	No		
Mechanical Equipment Location F	ISH 178 HP-8		Mechanical Room Clean	Yes		
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	No		
Condensate Pan Clean Yes	Cooling Coil Clean	Yes				
Fresh Air Intake Location	oof top	▼	Fresh Air Intake Free	Yes		
Pollutant Sources Near Air Intake	0	▼	of Obstruction			
Observations						
The emergency exhaust fan in the e elevated humidity issue	center of the room is stuck c	open 24/7 and is full of	dust. This should correc	t slightly		

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Clean ceilings around HVAC supply grills	▼
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IAQ Assessment							
India	n Ridge Middle	Evaluation Date	September 11, 20	Time of Day	12:30		
Outdoor Conditions Temp	perature 85.2	Relative H	lumidity 67.1	Ambient CO2	528		
FishTemperature17172.5	RangeRelative72 - 7860	-	-	0 ² Range # 87 MAX 700 > Ambient	Occupants		
Noticeable OdorNoCeiling2' X 4' Lay inWallsPlasterFloor12" x 12" Vinyl	Visible wate stain	ing?	Visible microbial growth? No No	Amount of material affected			
Ceiling Clean No Walls Clean Yes Flooring Clean Yes Room Surfaces No Clean	Grills Insid Duct Ceili	C Supply s Clean le of Supply Clean ng at Supply s Clean	Yes Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	Yes		
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