

SUBJECT:

## managing risk with responsibility

754 321-1900

754 321-1917

Telephone:

Fax:

Aston A. Henry, Supervisor
Risk Management Department

Indoor Air Quality (IAQ) Assessment

TO: Horace Hamm, Principal
McNicol Middle School

FROM: Richard Rosa, Project Manager
Facilities and Construction Management

For Custodial Supervisor Use Only

Custodial Issues Addressed

Custodial Issues Not Addressed

On June 20, 2012, I conducted an assessment at McNicol 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

RR/tc Enc.

## **IAQ Assessment**

| McNicol Middle Ev  | valuation Date June 20, 2012 Time of Day 11:15                                 |
|--|--|
| Outdoor Conditions Temperature 75.5  | Relative Humidity 98.8 Ambient CO2 448   |
| Fish         Temperature         Range         Relative Hu           261         70.1         72 - 78         67 | lumidity Range CO <sup>2</sup> Range # Occupan 30% - 60% 405 MAX 700 > Ambient |
| Noticeable Odor No Visible water of staining   |  |
| Ceiling 2' x 4' No   | No   |
| Walls Drywall Yes  | Yes approx. 5 sq ft  |
| Floor 12" x 12" Vinyl No   | No   |
| Grills 0   | Supply No HVAC Return Grills Clean No  |
| Walls Clean No Inside Flooring Clean No Duct C   | of Supply Yes Inside of Return Duct Clean Yes                                  |
| Room Surfaces No Ceiling Clean Grills C  | g at Supply<br>Clean   |
| Trash Removed Yes Exhaust Fan  | ns Working N/A Unapproved Chemicals / Cleaners in Room No                      |
| Signs of Pests No Drain  | n Traps Wet No   |
| Room Cluttered No Food if Stored in Sealed Cont  |  |
| Mechanical Equipment Location FISH 266   | Mechanical Room Clean Yes  |
| Filters Installed Properly No Filt   | Iters Clean No Inside of HVAC Unit Clean Yes                                   |
| Condensate Pan Clean Yes Cooling   | Coil Clean Yes   |
| Fresh Air Intake Location Roof top   | ▼ Fresh Air Intake Free N/A  |
| Pollutant Sources Near Air<br>Intake Not Accessible  | of Obstruction   ▼   |
| Observations   |  |
| Sink traps are dry due to water being turned off.<br>There is a 6" gap between filters and the filters are r     | not taped.   |
|  |  |
| Corrective Actions to be Completed by Site Based   | Staff Corrective Actions to be Completed by PPO                                |
| Clean dust from wall surfaces  | Repair HVAC to reduce humidity level   |
| Clean affected walls with weexcide   | Set temperature to 72 - 78 degrees   |
| Clean HVAC supply and return grills with Wexcide  The floor is due for summer cleaning                           |  |
| Thoroughly clean horizontal surfaces   | <del>                                   </del>                                 |
| Install proper filters, tape and date.   | ▼  |