

managing risk with responsibility

Aston A. Henry, Director	
Risk Management Departmen	ıt

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September 10	0, 2013 Signature on File	For Custodial Supervisor Use Only
TO:	Melinda Frame-Wessinger, Principal New River Middle School	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manager Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On September 3, 2013, I conducted an assessment at **New River 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, Task Assigned Chief Facilities & Construction Officer, 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 Asse	essment		
Nev	w River Middle Evaluation	n Date September 3, 2013	Time of Day 1:00	
Outdoor Conditions Temp	erature 90.1 Rel	ative Humidity 66.2	Ambient CO2 461]
	RangeRelative Humidity72 - 7849.5	Range CO ² 30% - 60% 1105		ints
Noticeable Odor No	Visible water damage staining?	y Visible microbial growth?	Amount of material affected	
Ceiling 2' x 4'	No	No		
Walls Drywall	No	No		
Floor Carpet	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	s
Flooring Clean Yes	Inside of Supp Duct Clean	Yes	Inside of Return Duct Clean	s
Room Surfaces Yes Clean	Ceiling at Sup Grills Clean	ply Yes		
Trash Removed Yes	Exhaust Fans Work		Unapproved Chemicals / Cleaners in Room No	р
Signs of Pests No	Drain Traps V	Wet N/A	Air Fresheners No	ר ק
Room Cluttered No	Food if Stored in Roor in Sealed Containers	m is N/A	in Room	<u>'</u>
Mechanical Equipment Locatio	on FISH 190		Mechanical Room Clean Ye	s
Filters Installed Properly	Yes Filters Cle	an Yes	Inside of HVAC Unit Clean Ye	s
Condensate Pan Clean	Cooling Coil Cle	ean Yes		
Fresh Air Intake Location	Roof top	▼	Fresh Air Intake Free Ye	s
Pollutant Sources Near Air Intake	Νο	▼		
Observations				
Wall paint is peeling in a coup	ole of areas. Not an IAQ issue	9.		

Corrective Actions to be Completed by Site Based Staff

Tape and date HVAC filters	▼
	▼
	▼
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	▼
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Corrective Actions to be Completed by PPO

▼
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▼
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	IAQ Assess	ment		
New Rive	er Middle Evaluation Dat	te September 3, 2013	3 Time of Day 1	1:45
Outdoor Conditions Temperatur	re 90.1 Relative	e Humidity 66.2	Ambient CO2 4	61
FishTemperatureRange179B69.872 - 78		Range CO % - 60% 108		ccupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' x 4' Walls Drywall	No No	No No		
Floor Carpet	No	No		
Ceiling Clean Yes 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 Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location FI	SH 190		Mechanical Room Clean	Yes
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
	oof top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air No	<u>.</u>	▼		
Observations				
Dirt and staining is visible on the ex designed to open.	terior of the office window.	. Not an indoor air qua	ility issue. These windows	are not

Corrective Actions to be Completed by Site Based Staff

Tape and date HVAC filters	▼
	▼
	▼
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Corrective Actions to be Completed by PPO

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Set temperature to 72 - 78 degrees	▼
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	▼
	▼
	▼

	IAQ Assessi	ment		
New River	Middle Evaluation Dat	te September 3, 2013	3 Time of Day	1:45
Outdoor Conditions Temperature	90.1 Relative	e Humidity 66.2	Ambient CO2 4	61
Fish Temperature Range 179C 71.0 72 - 78		Range CO % - 60% 1043		ccupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' x 4'	No	Νο		
Walls Drywall	No	No		
Floor Carpet	No	No		
Ceiling Clean Yes 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 Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests Yes	Drain Traps Wet	N/A		
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location FIS	H 190		Mechanical Room Clean	Yes
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location	of top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake		▼	of Obstruction	
Observations				
Dirt and staining is visible on the extended of the extended of the extended of the open.	erior of the office window.	Not an indoor air qua	lity issue. These windows	are not

Corrective Actions to be Completed by Site Based Staff

Tape and date HVAC filters	▼
Monitor insects by windows and treat if necessary	▼
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Corrective Actions to be Completed by PPO

Set temperature to 72 - 78 degrees	▼
	▼
	▼
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	▼
	▼
	▼
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