

RISK MANAGEMENT...

managing risk with responsibility

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April 5, 2004

TO: Justin Berman, Principal
Nova Middle School

FROM: Aston A. Henry, Jr., Supervisor
Risk Management Department *A.H.*

SUBJECT: Indoor Environmental Quality Assessment
Nova Middle School
FISH 709

On March 25, 2004, the Risk Management Department conducted an assessment of **FISH 709 at Nova Middle School**. The evaluation consisted of a walkthrough of the identified area to assess the current condition of this location with regard to indoor environmental quality. This assessment included observation of the carpet, floor tiles, ceiling tiles, false ceiling plenum, accessible ventilation supply and interior walls for signs of water intrusion.

Outlined below are the findings of this assessment along with recommendations for further assessment and/or remediation:

1. The indoor environmental quality assessment of **FISH 709** revealed no visible signs of microbial growth or water intrusion. Surface dust and debris have been identified on the counters, cabinets, books and floor. The air supply grills and return air register grill revealed signs of dust and debris buildup. The false ceiling plenum appeared clean and dry at the accessed location. The Assistant Principal reported complaints of possible mold and mildew. Animal droppings have been identified underneath the front cabinet. Pursuant to the Head Facilities Service person, the teacher brought in cleaning chemicals which contain bleach and these chemicals are being stored underneath the front cabinet. The assessment team did not have access to the coils and drain pan on the air-handler unit servicing this location. The walls appeared clean on the date of the assessment.

Below are the temperature, relative humidity and carbon dioxide levels measured in this location on March 25, 2004.

	Temperature	Humidity	CO2
FISH 709	70.5f	53%	1395

The carbon dioxide level measured on the date of the assessment exceeds the ASHRAE (American Society of Heating and Refrigeration and Air-Conditioning Engineers) recommended criteria range of 1,000 ppm.

RECOMMENDED COURSE OF ACTION

The Maintenance Department will initiate a work order to address the following items:

- Evaluate and repair as appropriate, the fresh air damper in order to lower the carbon dioxide level.
- Evaluate and clean as appropriate, the coils and drain pan for the air-handler unit servicing this location.
- The Maintenance Department will contact Aston Henry, Jr. of the Risk Management Department to provide a status on completion of the above items.

Site-Based Staff will complete the following items immediately:

- Site-based maintenance staff will remove all non-approved cleaning chemicals from this location.
- Site-based maintenance staff will clean the air supply grill and the return air register grill with a wexcide disinfectant solution in order to remove any signs of dust and debris.
- Site-based maintenance staff will clean the counters, cabinets, books and floors with a wexcide disinfectant solution in order to remove any signs of dust and debris.
- Site-based maintenance staff will clean underneath the front cabinet in order to remove any signs of animal droppings.
- Site-based Administration will call in a work order in order to have this room inspected for rodents and take the necessary steps required to eliminate entry of rodents into this classroom.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate.

The indoor environmental quality assessment revealed a number of items that should be addressed as soon as possible. Please have your site-based maintenance staff implement the above recommendations in order to improve the indoor environmental quality for all occupants within your school.

Generally, the Risk Management Department did not identify any existing conditions significantly impacting IEQ 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 IEQ, prevent development of future IEQ-related problems, and reduce the potential for IEQ-related complaints by building occupants, the Risk Management Department recommends appropriate follow up of each item identified and previously listed.

Should any questions or concerns arise, or if these complaints continue after the above recommendations have been addressed, please feel free to contact me at (954) 765-8864.

AAH/ldh

c: Dr. Harry LaCava, North Central Area Superintendent
Fran Bolden, North Central Area Director School Improvement
David Fenton, Project Manager, Facilities and Construction Management
Dane Ramson, Broward Teachers Union.