

# RISK MANAGEMENT...

managing risk with responsibility

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May 23, 2007

**Signature on File**

TO: Dr. Ricardo Garcia, Principal  
**Nova Middle School**

FROM: Edward See, Project Manager  
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment  
**Portable 810CXD**

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

On May 11, 2007 I conducted an assessment of Portable 810CXD at **Nova 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.

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. 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. Harry LaCava, Area Superintendent  
Toni Weissberg, Area Director  
Jeffrey S. Moquin, Director, Risk Management  
Scott Gillen, Project Manager, Facilities and Construction Management  
Dane Ramson, Broward Teachers Union  
Roy Jarrett, National Federation of Public and Private 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   
 Evaluation Requested   
 Evaluation Date

Nova Middle School

Time of Day

Outdoor Conditions      Temperature       Relative Humidity       Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
<input type="text" value="P-810CXD"/>	<input type="text" value="74.1"/>	<input type="text" value="72 - 78"/>	<input type="text" value="46.9"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="2121"/>	<input type="text" value="Max 700 &gt; Ambient"/>	<input type="text" value="17"/>
Noticeable Odor	<input type="text" value="No"/>	Visible water damage / staining?	<input type="text" value="No"/>	Visible microbial growth?	<input type="text" value="No"/>	Amount of material affected	<input type="text" value="None"/>
Ceiling Type	<input type="text" value="2 x 4 Lay In"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>
Wall Type	<input type="text" value="Tackable"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>
Flooring	<input type="text" value="Vinyl"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text" value="None"/>

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Walls	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Flooring	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
HVAC Return Grills	<input type="text" value="No"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="Clean with Wexcide disinfectant"/>
Ceiling at Supply Grills	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Surfaces in Room	<input type="text" value="Yes"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

**Observations**

**Findings:**

- Complaint received regarding visible mold on floor. Suspected mold on the floor was glue. HFSP cleaned at the time of the assessment and will monitor.
- Dust and debris on HVAC return grills
- Gap under East A/C wall unit
- Slightly elevated moisture content (18% WME) in East wall and dry erase board is bulging
- Only one A/C unit was on at the time of the assessment impacting CO2 level. Second A/C unit was turned on.

**-Recommendations:**

**Site Based Maintenance:**

- Clean HVAC return grills with Wexcide disinfectant solution
- Ensure that both A/C units remain on and advise occupant to keep doors and windows closed
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

**Physical Plant Operations:**

- Evaluate gap under East A/C unit and repair as appropriate
- Evaluate cause of elevated moisture content in East wall and cause of bulging dry erase board and repair as appropriate. Repair/replace wall material as appropriate.