

Aston A. Henry, Director
Risk Management Department

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September 10, 2013

Signature on File

TO: Valerie Thomas, Principal
Olsen Middle School

FROM: Richard Rosa, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

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

On August 27, 2013, I conducted an assessment at **Olsen 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 Assessment

Olsen Middle

Evaluation Date

Time of Day

Outdoor Conditions Temperature

Relative Humidity

Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
<input type="text" value="718"/>	<input type="text" value="68.0"/>	<input type="text" value="72 - 78"/>	<input type="text" value="57.7"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="958"/>	<input type="text" value="MAX 700 > Ambient"/>	<input type="text"/>
Noticeable Odor		<input type="text" value="No"/>	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	<input type="text" value="2' x 2'"/>		<input type="text" value="Yes"/>		<input type="text" value="Yes"/>	<input type="text" value=" < 20 ceiling tiles"/>	
Walls	<input type="text" value="Plaster"/>		<input type="text" value="Yes"/>		<input type="text" value="No"/>	<input type="text" value=" > 25 sq ft"/>	
Floor	<input 12"="" type="text" value="12" vinyl"="" x=""/>		<input type="text" value="Yes"/>		<input type="text" value="No"/>	<input type="text" value=" < 20 sq ft"/>	
Ceiling Clean		<input type="text" value="No"/>	HVAC Supply Grills Clean		<input type="text" value="Yes"/>	HVAC Return Grills Clean <input type="text" value="Yes"/>	
Walls Clean		<input type="text" value="No"/>	Inside of Supply Duct Clean		<input type="text" value="Yes"/>	Inside of Return Duct Clean <input type="text" value="Yes"/>	
Flooring Clean		<input type="text" value="No"/>	Ceiling at Supply Grills Clean		<input type="text" value="No"/>		
Room Surfaces Clean		<input type="text" value="Yes"/>					
Trash Removed		<input type="text" value="Yes"/>	Exhaust Fans Working		<input type="text" value="N/A"/>	Unapproved Chemicals / Cleaners in Room <input type="text" value="No"/>	
Signs of Pests		<input type="text" value="No"/>	Drain Traps Wet		<input type="text" value="Yes"/>	Air Fresheners in Room <input type="text" value="Yes"/>	
Room Cluttered		<input type="text" value="No"/>	Food if Stored in Room is in Sealed Containers		<input type="text" value="N/A"/>		
Mechanical Equipment Location			<input type="text" value="FISH 732"/>			Mechanical Room Clean <input type="text" value="Yes"/>	
Filters Installed Properly		<input type="text" value="Yes"/>	Filters Clean		<input type="text" value="Yes"/>	Inside of HVAC Unit Clean <input type="text" value="Yes"/>	
Condensate Pan Clean		<input type="text" value="Yes"/>	Cooling Coil Clean		<input type="text" value="Yes"/>		
Fresh Air Intake Location			<input type="text" value="Exterior corridor"/>			Fresh Air Intake Free of Obstruction <input type="text" value="Yes"/>	
Pollutant Sources Near Air Intake			<input type="text" value="No"/>				

Observations

Evaluate capping exhaust fan or install damper. It appears outside air is entering the occupied space when the HVAC system is secured and moisture forms on the ceiling tiles and walls due to the super cooled classroom. Leak in sink has been repaired. Carpenters are recommended to open up back side of cabinetry and evaluate adjacent wall for water and remove water damaged portion of the cabinetry and also replace all water damaged wall material. Flooring is delaminating adjacent to water damage. Please contact Rick Rosa at 954-253-1142 for additional or specific information.

Corrective Actions to be Completed by Site Based Staff

Wipe down wall stains w/wexcide and monitor	▼
Replace stained ceiling tile per conversation	▼
Continue to monitor and wipe surfaces w/ wexcide	▼
Monitor ceilings for returning microbial growth	▼
Clean fresh air grill w/wexcide in corridor	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees	▼
Evaluate and repair cause of stained ceiling tiles	▼
Remove and replace stained ceiling tiles	▼
Evaluate capping exhaust fan	▼
Remove/replace interior water damaged walls	▼
Remove/replace interior water damaged cabinetry	▼
Replace damaged floor tile	▼
See observations for additional information	▼