

managing risk with responsibility

Aston A. Henry, Supervisor Telephone: 754 321-1900 Risk Management Department Fax: 754 321-1917

April 16, 2012

Signature on File

TO: Bradford Mattair, Principal

Parkway Middle School

FROM: Richard Rosa, Project Manager

Facilities and Construction Management

SUBJECT: Indoor Air Quality (IAQ) Assessment

Fo	r Custodial Supervisor Use Only
	Custodial Issues Addressed
	Custodial Issues Not Addressed
-	

On February 29, 2012, I conducted an assessment at **Parkway 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

Pa	arkway Middle Evaluation Da	te February 29, 2012	Time of Day 14	45	
Outdoor Conditions Tempe	erature 82.8 Relative	e Humidity 59.6	Ambient CO2 44	8	
	Range Relative Humidity 72 - 78 53.3 30	Range CO ² 1535		cupants 21	
Noticeable Odor No Ceiling 2' X 4' Lay in Walls Drywall Floor 12" x 12" Vinyl	Visible water damage / staining? No No No	Visible microbial growth? No No No	Amount of material affected		
Ceiling Clean Yes Walls Clean Yes Flooring Clean No Room Surfaces No Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No No	HVAC Return Grills Clean Inside of Return Duct Clean	No No	
Trash Removed Yes Signs of Pests No Room Cluttered No	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No	
	n Accessible/outdoor corridor es Filters Clean /A Cooling Coil Clean	No N/A	Mechanical Room Clean Inside of HVAC Unit Clean	N/A	
Fresh Air Intake Location Pollutant Sources Near Air Intake	Outside classroom in corrido	or 🔻	Fresh Air Intake Free of Obstruction	Yes	
Observations The condensate pan and the HVAC coil are not readily accessible. The HVAC system is hung from the exterior corridor.					
Ceiling outside the classroom. Work orders EQ02311 and EQ02312 generated 3/6/12					
Corrective Actions to be Completed by Site Based Staff Clean ceilings around HVAC supply grills ▼ Repair HVAC to reduce CO2 levels ▼					

Clean ceilings around HVAC supply grills	▼	
Clean HVAC supply and return grills with Wexcide		
Thoroughly clean all surfaces	▼	
Remove and replace A/C filters	▼	
Thoroughly clean and sanitize flooring		
	▼	
	▼	
	▼	

Repair HVAC to reduce CO2 levels	▼
R/S grills and drops	▼
	▼
	▼
	▼
	▼
	▼
	▼

IAQ Assessment

	Parkway M	liddle Evalua	ation Dat	e February 29	9, 2012	Time of Day	1345
Outdoor Conditions Te	emperature	82.8	Relative	Humidity	59.6	Ambient CO2	448
Fish Temperature 68.0	e Range] 72 - 78	Relative Humio	−i	Range % - 60%	CO ² 515	Range # 0 MAX 700 > Ambient	Occupants 2
Noticeable Odor N		Visible water dam staining?	age /	Visible micro growth?		Amount of material affected	
Ceiling 2' X 4' Lay i		No No		No			
Walls Drywall		No		No			
Floor 12" x 12" Ving	/I	No		No			
Ceiling Clean Yes]	HVAC Sup Grills Clea		No		HVAC Return Grills Clean	No
Walls Clean Yes Flooring Clean No]	Inside of S Duct Clean		No		Inside of Return Duct Clean	No
Room Surfaces No Clean]	Ceiling at S Grills Clea		No			
Trash Removed Yes]	Exhaust Fans W		N/A		Unapproved Chemicals	No
Signs of Pests No]	Drain Tra	ps Wet	N/A		Air Fresheners	No
Room Cluttered No		Food if Stored in R in Sealed Containe		N/A		in Room	No
Mechanical Equipment Lo	cation Acce	ssible/outdoor co	orridor			Mechanical Room Clean	N/A
Filters Installed Properly	Yes	Filters	Clean	No		Inside of HVAC Unit Clean	N/A
Condensate Pan Clean	N/A	Cooling Coil	Clean	N/A			
Fresh Air Intake Location	Outs	ide classroom in	corrido	r	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Land	scape/dirt within	20'		▼	or obstruction	
Observations							
Custodian states that the	room is unoc	ccupied due to IA	.Q				
The condensate pan and t corridor ceiling outside th			accessik	ole. The HVAC	system	is hung from the exterio	or
Work orders EQ02311 and	EQ02312 ge	enerated 3/6/12					
Corrective Actions to be			f			ns to be Completed by F	PO
Clean ceilings arou			▼			reduce humidity level	
Clean HVAC supply and Thoroughly cl			₹ }	Set Te		ure to 72 - 78 degrees ills and drops	▼
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Clean ceilings around HVAC supply grills	▼	
Clean HVAC supply and return grills with Wexcide	▼	
Thoroughly clean all surfaces	▼	
Remove and replace A/C filters	▼	
Thoroughly clean and sanitize flooring		
	▼	
	▼	
	▼	

Repair HVAC to reduce humidity level	▼
Set Temperature to 72 - 78 degrees	▼
R/S grills and drops	▼
	▼
	▼
	▼
	▼
	▼