

## managing risk with responsibility

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Risk Management Department

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November 6	5, 2012 Sign	ature on File	For Custodial Supervisor Use Only
TO:	Michael Consaul, Principal <b>Pioneer Middle School</b>		Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Richard Rosa, Project Manag Facilities Design and Constru		
SUBJECT:	Indoor Air Quality (IAQ) Ass	sessment	

On November 2, 2012, I conducted an assessment at **Pioneer 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: Directors, School Performance & Accountability Shelley Meloni, Executive Director, Facilities Design and Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division Aston Henry, Supervisor, Risk Management Sonja Coley, Senior Project Manager, Facilities Design and Construction Broward Teachers Union Federation of Public Employees

RR/tc Enc.

	IAQ Assess	ment		
Pior	neer Middle Evaluation Da	te November 2, 2012	Time of Day	0:00
Outdoor Conditions Tempera	ture 71.8 Relative	e Humidity 82.3	Ambient CO2 4	39
	nge Relative Humidity - 78 53.2 30	Range         CO           0% - 60%         962		cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' x 4'WallsDrywallFloor12" x 12" Vinyl	No No No	No No No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes	HVAC Return Grills Clean Inside of Return	No N/A
Room Surfaces No	Ceiling at Supply Grills Clean	No	Duct Clean	
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	FISH 142A		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 Pollutant Sources Near Air Intake	Roof top No	<ul><li>▼</li></ul>	Fresh Air Intake Free of Obstruction	Yes
Observations				

## Corrective Actions to be Completed by Site Based Staff

Thoroughly clean horizontal surfaces	▼	
Clean cobwebs from elevated corners	▼	
Clean dust from ceiling tiles or replace	▼	
Vacuum return grill	▼	
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	▼	
	▼	
	▼	

## Corrective Actions to be Completed by PPO

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