RISK
MANAGEMENT…   *managing risk with responsibility*

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

December 9, 2013   **Signature on File**

TO: Michael Consaul, Principal
                Pioneer Middle School

FROM: Richard Rosa, Project Manager
                Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

On December 3, 2013, 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: 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

Pioneer Middle | **Evaluation Date** | December 3, 2013 | **Time of Day** | 1:30

Outdoor Conditions **Temperature** 83.6 **Relative Humidity** 44.7 **Ambient CO2** 449

Fish	Temperature	Range	Relative Humidity	Range	CO^2	Range	# Occupants
142	76.1	72 - 78	35.9	30% - 60%	2098	MAX 700 > Ambient	23

Noticeable Odor No | **Visible water damage / staining?** | **Visible microbial growth?** | **Amount of material affected**

		Visible water damage / staining?	Visible microbial growth?	Amount of material affected
Ceiling	2' x 4'	No	No	
Walls	Folding/drywall	No	No	
Floor	12" x 12" Vinyl	No	No	

Ceiling Clean	Yes	**HVAC Supply Grills Clean**	Yes	**HVAC Return Grills Clean**	Yes
Walls Clean	Yes	**Inside of Supply Duct Clean**	Yes	**Inside of Return Duct Clean**	Yes
Flooring Clean	Yes				
Room Surfaces Clean	Yes	**Ceiling at Supply Grills Clean**	Yes		

Trash Removed	Yes	**Exhaust Fans Working**	N/A	**Unapproved Chemicals / Cleaners in Room**	No
Signs of Pests	No	**Drain Traps Wet**	N/A		
Room Cluttered	No	**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 Roof top ▼ | **Fresh Air Intake Free of Obstruction** Yes

Pollutant Sources Near Air Intake No ▼

Observations

Previous assessment conducted September 10, 2013 and work order generated to address elevated CO2 levels.

Corrective Actions to be Completed by Site Based Staff	Corrective Actions to be Completed by PPO
▼	Repair HVAC to reduce CO2 level ▼
▼	Evaluate fresh damper in the mechanical room ▼
▼	▼
▼	▼
▼	▼
▼	See observations for additional information ▼
▼	▼
▼	▼