

## managing risk with responsibility

Aston A. Henry, Director
Risk Management Department

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April 24, 2014	Signature on File	For Custodial Supervisor Use Only
TO:	Kathryn Sullivan, Principal <b>Silver Lakes Middle School</b>	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Robert Krickovich, Coordinator I, LEA Risk Management Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On April 4, 2014, I conducted an assessment at **Silver Lakes 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

RK/tc Enc.

	IAQ Assess	ment		
Silver La	akes Middle Evaluation Dat	e April 4, 2014	Time of Day 1	0:30
Outdoor Conditions Tempera	ture 86.3 Relative	Humidity 45.7	Ambient CO2 4	14
		Range CO <sup>2</sup> % - 60% 591	Range # Oo MAX 700 > Ambient	ccupants 2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsPlasterFloor12" x 12" Vinyl	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 Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top None	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations HFSP identified the source of the drain	e complaint as an old table in r	oom 102 and discarde	d the table - Slime growth	n in sink

## Corrective Actions to be Completed by Site Based Staff

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## Corrective Actions to be Completed by PPO

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Clean sink drain 🔹	
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	IAQ Assess	ment		
Silver Lak	es Middle Evaluation Dat	te April 4, 2014	Time of Day 1	0:30
Outdoor Conditions Temperat	ure 86.3 Relative	e Humidity 45.7	Ambient CO2 4	14
Fish         Temperature         Ran           107         73.7         72 -		Range         CO           % - 60%         609		ccupants 1
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsPlasterFloorCarpet	No No	No No No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	No	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes	Duct Clean	
Trash RemovedYesSigns of PestsNo	Exhaust Fans Working Drain Traps Wet	N/A N/A	Unapproved Chemicals / Cleaners in Room	No
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes	FISH 108 Filters Clean Cooling Coil Clean	Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes Yes
Pollutant Sources Near Air	Roof top None	 ▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations HFSP identified the source of the	complaint as an old table in r	oom 102 and discarde	ed the table	

Corrective Actions to be Completed by Site Based Staff

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## Corrective Actions to be Completed by PPO

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