

managing risk with responsibility

| Aston A. Henry, Director |
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| Risk Management Department |

October 15, 2013

TO:

FROM:

SUBJECT:

Telephone: 754 321-1900 Fax: 754 321-1917

| 3 | Signature on File | For Custodial Supervisor Use Only |
|---|-------------------|-----------------------------------|
| Michael Walker, Pri | ncipal | Custodial Issues Addressed |
| Sunrise Middle Sch | 1 | Custodial Issues Not Addressed |
| Robert Krickovich, G Risk Management D | , | |
| Indoor Air Quality (| (IAQ) Assessment | |

On October 14, 2013, I conducted an assessment at Sunrise Middle School. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ Assessment did not identify any existing conditions significantly impacting IAQ or presenting immediate health and safety concerns 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 allergens and / or conditions noted 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 any item/s identified and noted 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.

Shelley Meloni, Task Assigned Chief Facilities & Construction Officer, Facilities & Construction cc: 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 | | |
|---|--|-------------------------------------|---|------------|
| Sun | rise Middle Evaluation Da | october 14, 2013 | Time of Day | 0:40 |
| Outdoor Conditions Temperat | ture 81.1 Relative | e Humidity 65.8 | Ambient CO2 4 | 87 |
| | | Range CO ² 0% - 60% 1009 | | 21 |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | |
| Ceiling2' X 2' Lay inWallsDrywallFloor12" 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 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 No |
| Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes | 7 | Yes Yes | Mechanical Room Clean Inside of HVAC Unit Clean | Yes Yes |
| Fresh Air Intake Location Pollutant Sources Near Air Intake | Outside of Room None | ▼ | Fresh Air Intake Free of Obstruction | Yes |
| Observations | | | | |
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Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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