

managing risk with responsibility

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February 12, 2014

Signature on File

TO: Michael Walker, Principal

Sunrise Middle School

FROM: Robert Krickovich, Coordinator I, LEA

Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>F</u>	or Custodial Supervisor Use Only
	Custodial Issues Addressed
	Custodial Issues Not Addressed
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On February 5, 2014, 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 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.

Ensure doors and windows remain closed	▼
Clean ceilings around HVAC supply grills	▼
Clean light fixtures and sound baffles at	▼
HVAC supply grills	▼
	▼
	▼
	▼
	▼

Clean HVAC coil and pan	▼
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	▼
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Sui	nrise Middle Evaluation Date	February 5, 2014	Time of Day 12:30
Outdoor Conditions Tempera	ature 85.8 Relative	Humidity 58.9	Ambient CO2 474
		Range CO ² 916	Range # Occupants MAX 700 > 5 Ambient
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected
Ceiling 2' X 4' Lay in Walls Plaster	No No	No No	
Floor Carpet	No	No	
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes	
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room
Signs of Pests No	Drain Traps Wet	N/A	Air Fresheners Yes
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	in Room
Mechanical Equipment Location	FISH 219		Mechanical Room Clean Yes
Filters Installed Properly Yes	Filters Clean	Yes	nside of HVAC Unit Clean Yes
Condensate Pan Clean Yes	Cooling Coil Clean	No	
Fresh Air Intake Location	Roof top	▼	Fresh Air Intake Free
Pollutant Sources Near Air Intake	None	▼	of Obstruction res
Observations			
Exterior doors to corridor 002 re	main blocked open all day for	single point of entry - T	his is allowing humid

unconditioned air into building - doors from 222A (single point reception area) to corridor 002 blocked open - Glade plug in in room - Minor dust on coils in FISH 219

Corrective Actions to be Completed by Site Based Staff

Corrective Actions to be completed by one Buseu	Ota
Ensure doors and windows remain closed	▼
Remove air fresheners	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Corrective Actions to be completed by 110	
Clean HVAC coil and pan	▼
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Constitute / tellerie to 25 Completion 25, One Eucon	-
Ensure doors and windows remain closed	•
Clean light fixtures and sound baffles at	▼
HVAC supply Grills	▼
Clean ceilings around HVAC supply grills	•
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	▼
	▼

Clean HVAC coil and pan	▼
Clean inside of return duct in FISH 223	▼
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Install proper size A/C filters	▼
Install A/C filters properly	▼
	▼
	▼
	▼
	▼
	▼
	▼

Clean HVAC coil and pan	▼
Set temperature to 72 - 78 degrees	▼
Repair HVAC to reduce CO2 levels	▼
	▼
	▼
	▼
	▼
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