

Aston A. Henry, Director
Risk Management Department

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October 15, 2014

Signature on File

TO: Michael Walker, Principal
Sunrise Middle School

FROM: Dan Meyer, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed

On October 8, 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, Executive Director, 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

DM/tc
Enc.

IAQ Assessment

Sunrise Middle

Evaluation Date October 8, 2014

Time of Day 9:30 A.M.

Outdoor Conditions Temperature 83.1 Relative Humidity 61.6 Ambient CO2 455

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
716	71.4	72 - 78	52.7	30% - 60%	1536	MAX 700 > Ambient	24
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="checkbox"/> Yes		<input type="checkbox"/> No		<input type="checkbox"/> Yes		<input style="width: 100%;" type="text" value="30' X 20'"/>	
Ceiling	<input style="width: 100%;" type="text" value="2' X 2' Lay in"/>		<input type="checkbox"/> No	<input type="checkbox"/> No		<input style="width: 100%;" type="text"/>	
Walls	<input style="width: 100%;" type="text" value="Plaster"/>		<input type="checkbox"/> No	<input type="checkbox"/> No		<input style="width: 100%;" type="text"/>	
Floor	<input 12"="" style="width: 100%;" type="text" value="12" vinyl"="" x=""/>		<input type="checkbox"/> No	<input type="checkbox"/> No		<input style="width: 100%;" type="text"/>	

Ceiling Clean	<input type="checkbox"/> No	HVAC Supply Grills Clean	<input type="checkbox"/> No	HVAC Return Grills Clean	<input type="checkbox"/> No
Walls Clean	<input type="checkbox"/> Yes	Inside of Supply Duct Clean	<input type="checkbox"/> Yes	Inside of Return Duct Clean	<input type="checkbox"/> No
Flooring Clean	<input type="checkbox"/> Yes	Ceiling at Supply Grills Clean	<input type="checkbox"/> No		
Room Surfaces Clean	<input type="checkbox"/> Yes				

Trash Removed	<input type="checkbox"/> Yes	Exhaust Fans Working	<input type="checkbox"/> N/A	Unapproved Chemicals / Cleaners in Room	<input type="checkbox"/> No
Signs of Pests	<input type="checkbox"/> No	Drain Traps Wet	<input type="checkbox"/> N/A	Air Fresheners in Room	<input type="checkbox"/> No
Room Cluttered	<input type="checkbox"/> No	Food if Stored in Room is in Sealed Containers	<input type="checkbox"/> N/A		

Mechanical Equipment Location	<input style="width: 95%;" type="text" value="FISH #731"/>	Mechanical Room Clean	<input type="checkbox"/> No
Filters Installed Properly	<input type="checkbox"/> Yes	Filters Clean	<input type="checkbox"/> No
Condensate Pan Clean	<input style="width: 40%;" type="text"/>	Cooling Coil Clean	<input type="checkbox"/> Yes
		Inside of HVAC Unit Clean	<input type="checkbox"/> Yes

Fresh Air Intake Location	<input style="width: 95%;" type="text" value="Over top of exterior mechanical room door"/>	Fresh Air Intake Free of Obstruction	<input type="checkbox"/> Yes
Pollutant Sources Near Air Intake	<input style="width: 95%;" type="text" value="No"/>		

Observations

Microbial growth on folding wall panels and ceiling tiles in classroom. Dust build up on HVAC supply and return grills. Elevated CO2 levels in classroom. Mechanical room needs to be cleaned. Filters need to be changed. Water on the mechanical room floor - Drain line was backed up.

Notice to Proceed being processed for approved Consultant to complete a thorough cleaning of the folding walls.

Corrective Actions to be Completed by Site Based Staff

Thoroughly clean mechanical room	▼
Remove and replace A/C filters	▼
Clean HVAC supply and return grills with Wexcide	▼
Monitor wall for returning microbial growth	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce CO2 level in classroom	▼
Evaluate fresh dampers in the mechanical room	▼
Replace ceiling tiles per work order JW21116	▼
Clean drain-line	▼
Check HVAC Controls	▼
	▼
	▼
	▼

