### THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

#### **TELEPHONE (754) 321-4200**

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September	r 24, 2015 Signature on File	For Custodial Supervisor Use Only
TO:	Israel Canales, Manager <b>Kathleen C. Wright Complex</b>	Custodial Issues Addressed
FROM:	Daniel Meyer, Project Manager Environmental Health & Safety Department	Custodial Issues Not Addressed
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On September 22, 2015, I conducted an assessment at **Lauderdale Manors Resource Center.** 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 754-321-4200.

cc: Shelley Meloni, Director, Pre-Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Broward Teachers Union Federation of Public Employees Gerald Devio, Supervisor II Custodial Benjamin Osborne, Supervisor II Custodial Rich Volipi, Supervisor II Custodial Mark Murray, Supervisor II Custodial Sam Bays, Director, Maintenance Operations Kurt Wirz, Area Manager Trades

	IAQ Assessr	nent		
Lauderdale Manors Resource	ce Center Evaluation Date	e September 22, 201	5 Time of Day 10:	15 AM
Outdoor Conditions Temperatu	re 87.5 Relative	Humidity 74.5	Ambient CO2 4	38
Fish Temperature Range   1723 75.1 72 - 7		Range CO % - 60% 592		ccupants 5
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsDrywallFloor12" x 12" Vinyl	No Yes No	No No	2' X 4'	
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes Room Surfaces Yes Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location F Filters Installed Properly Yes Condensate Pan Clean Yes	ISH #1730 Filters Clean Cooling Coil Clean	Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	N/A Yes
Bollutant Sources Near Air	hru exterior wall	<ul><li>▼</li><li>▼</li></ul>	Fresh Air Intake Free of Obstruction	Yes
Observations Water damaged drywall. Paint is per microbial growth in the Office area leak. Drywall in Mechanical Room	. Chilled water pipe dripping	in Mechanical Room.		

### Corrective Actions to be Completed by Site Based Staff

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#### **Corrective Actions to be Completed by PPO**

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Evaluate water damage wall - Fish #1723	
Replace water damaged drywall - Fish #1730	▼
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	IAQ Assess	ment		
Lauderdale Manors Ele	mentary Evaluation Dat	te September 22, 201	5 <b>Time of Day</b> 10:	15 AM
Outdoor Conditions Temperatur	e 87.5 Relative	e Humidity 74.5	Ambient CO2 4	38
FishTemperatureRange11874.972 - 78		Range CO % - 60% 556		ccupants 3
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Walls Plaster	No	<u>No</u>		
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
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	No
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location Ro	oof Top		Mechanical Room Clean	N/A
Filters Installed Properly Yes	Filters Clean	No	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location Ro Pollutant Sources Near Air No	oof top	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				

Corrective Actions to be Completed by Site Based Staff

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# Corrective Actions to be Completed by PPO

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	IAQ Assess	ment		
Lauderdale Manors	Elementary Evaluation Dat	September 22, 201	5 Time of Day 10:	15 AM
Outdoor Conditions Tempera	ture 87.5 Relative	Humidity 74.5	Ambient CO2 4	38
		Range CO   % - 60% 513		ccupants 2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsDrywall/TackboardFloorCarpet	No No	No No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean Inside of Supply	No	HVAC Return Grills Clean Inside of Return	No
Flooring Clean No Room Surfaces Yes Clean	Duct Clean Ceiling at Supply Grills Clean	Yes	Duct Clean	Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly No Condensate Pan Clean Yes		No Yes	Mechanical Room Clean Inside of HVAC Unit Clean	N/A Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Window unit No	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations Carpet has spotted stains / no m needs to be installed in one unit		grills need to be wiped	clean with wexcide. A/C	filter

Corrective Actions to be Completed by Site Based Staff

Thoroughly Clean Stained Carpet	▼	
Wipe A/C covers with wexcide	▼	
Install A/C filter	▼	
Replace A/C filter	▼	
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# Corrective Actions to be Completed by PPO

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