

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

TELEPHONE (754) 321-4200

FACSIMILE: (754) 321-4285

January 26, 2018

Signature on File

TO: Michaelle Valbrun-Pope, Executive Director
Lauderdale Manors Early Learning Center

FROM: Daniel Meyer, Project Manger
Environmental Health & Safety Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only

Custodial Issues Addressed

Custodial Issues Not Addressed

On January 25, 2018, I conducted an assessment at **Lauderdale Manors Early Learning 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.

DM:smn

Enc.

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

IAQ Assessment

Lauderdale Manors Early Learning

Evaluation Date January 25, 2018

Time of Day 10:00 AM

Outdoor Conditions Temperature 74.7 Relative Humidity 58.1 Ambient CO2 399

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
107	69.7	72 - 78	56.1	30% - 60%	473	MAX 700 > Ambient	5
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		Yes		No		1 tile
Walls	Plaster		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean		Yes	HVAC Supply Grills Clean		Yes	HVAC Return Grills Clean	
Walls Clean		Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean	
Flooring Clean		Yes	Ceiling at Supply Grills Clean		Yes		
Room Surfaces Clean		No					
Trash Removed		Yes	Exhaust Fans Working		N/A	Unapproved Chemicals / Cleaners in Room	
Signs of Pests		No	Drain Traps Wet		N/A	Air Fresheners in Room	
Room Cluttered		Yes	Food if Stored in Room is in Sealed Containers		N/A		
Mechanical Equipment Location			Roof Top			Mechanical Room Clean	
Filters Installed Properly		N/A	Filters Clean		N/A	Inside of HVAC Unit Clean	
Condensate Pan Clean		N/A	Cooling Coil Clean		N/A		
Fresh Air Intake Location			Roof top ▼			Fresh Air Intake Free of Obstruction	
Pollutant Sources Near Air Intake			No ▼			Yes	

Observations

1 water stained ceiling tile. Previous roof leak recently repaired. Items stored on top of book cases should be removed. Large build up of dust on most elevated surfaces. Remove cardboard boxes stored in this Area. East wall tack board needs to be repaired. Slight odor from discharge air. Return grills need to be wiped clean with wexcide.

Corrective Actions to be Completed by Site Based Staff

Ensure ceiling tiles are installed properly	▼
Replace tile after Roof repair	▼
Clean HVAC Return Grills with Wexcide	▼
Remove cardboard	▼
Remove items stored on top of bookcase	▼
Thoroughly clean ALL surfaces	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair cause of stained ceiling tile	▼
Clean entire HVAC system - unit and drops	▼
Repair / replace tack board East wall	▼
	▼
	▼
	▼
	▼