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

TELEPHONE (754) 321-4200

FACSIMILE: (754) 321-4285

February 2, 2	018 Signature on File	For Custodial Supervisor Use Only
TO:	Scott Jarvis, Assistant Director Service Quality Center	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manger Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On February 1, 2018, I conducted an assessment at **Service Quality 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						
Pompano Beach	Admin. Site Evaluation Date	te February 1, 2018	Time of Day 11:00 AM			
Outdoor Conditions Temper	ature 77.1 Relative	e Humidity 59.7	Ambient CO2 407			
		Range CO ² % - 60% 537				
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected			
Ceiling 2' X 4' Lay in Walls Drywall	No No	No				
Floor Carpet	Yes	No	Old spot stains			
Ceiling 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 PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Air Fresheners No in Room			
Mechanical Equipment Location	FISH #526B		Mechanical Room Clean Yes			
Filters Installed Properly	S Filters Clean	No	Inside of HVAC Unit Clean Yes			
Condensate Pan Clean Yes	S Cooling Coil Clean	Yes				
Fresh Air Intake Location Pollutant Sources Near Air	Ducted to roof-top	▼ ▼	Fresh Air Intake Free of Obstruction Yes			
Intake Observations						
One ceiling tile needs to be repl	has spotty stains in common a		nere). Carpet looks original to this be changed. Items stored in the			

Corrective Actions to be Completed by Site Based Staff

Replace cut ceiling tile	▼		
Replace A/C Filters	▼		
Remove items stored in mechanical room	▼		
	▼		
	▼		
	▼		
	▼		
	▼		

Corrective Actions to be Completed by PPO

Evaluate carpet for replacement	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼