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

FACSIMILE: (754) 321-4285

**TELEPHONE (754) 321-4200** 

August 26	5, 2015 Signature on File	For Custodial Supervisor Use Only
TO:	Roy Norton, Manager Custodial Grounds	Custodial Issues Addressed
FROM:	Daniel Meyer, Project Manager Environmental Health & Safety Department	Custodial Issues Not Addressed
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On August 25, 2015, I conducted an assessment at **Technology Support Services**. 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 conce2015rn 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 Assessment**

Technology Support Se	rvices Evaluation Date	August 25, 2015	Time of Day 10:00 AM	
Outdoor Conditions Temperature	84.5 Relative	Humidity 88.4	Ambient CO2 720	
Fish         Temperature         Range           303         73.1         72 - 78		Range CO <sup>2</sup> 877		nts
Noticeable Odor Yes  Ceiling 2' X 4' Lay in  Walls Drywall	Visible water damage / staining?  No  No	Visible microbial growth?  No  No	Amount of material affected	
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes  Walls Clean Yes  Flooring Clean Yes  Room Surfaces Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply	No Yes	HVAC Return Grills Clean  Inside of Return Duct Clean  Yes	_
Trash Removed Yes Signs of Pests No Room Cluttered No	Exhaust Fans Working  Drain Traps Wet  Food if Stored in Room is in Sealed Containers	N/A N/A Yes	Unapproved Chemicals / Cleaners in Room  Air Fresheners in Room	_
Filters Installed Properly Yes	I #318 Filters Clean	Yes	Mechanical Room Clean  Yes  Inside of HVAC Unit Clean  No	=
Fresh Air Intake Location Pollutant Sources Near Air Intake  No  No	Cooling Coil Clean	No  ▼	Fresh Air Intake Free of Obstruction	s
Observations Inside the air-handler, drain-pan and c	cooling coil need to be cle	aned. No microbial gı	owth found in this area.	
Corrective Actions to be Completed &	<del></del>		ns to be Completed by PPO	<b>▼</b>
Clean HVAC supply and return grills		Clean	condensate pan	<b>▼</b>