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

FACSIMILE: (754) 321-4285

TELEPHONE (754) 321-4200

SUBJECT: Indoor Air Quality (IAQ) Assessment

December 2,	2015 Signature on File	For Custodial Supervisor Use Only
TO:	Sam Bays, Director, Maintenance Operations PPO Twin Lakes	Custodial Issues Addressed
FROM:	Daniel Meyer, Project Manager Environmental Health & Safety Department	Custodial Issues Not Addressed

On November 30, 2015, I conducted an assessment at **PPO Twin Lakes.** 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

DM/je Enc.

IAQ Assessment

Warehouse, Maintenance & Transportation	Evaluation Da	November 30, 2015	Time of Day 10:0	00 A.M.		
Outdoor Conditions Temperature 82.1	Relative	Humidity 71.6	Ambient CO2 4	51		
		Range <u>CO</u> % - 60%		3		
	er damage / ing?	Visible microbial growth?	Amount of material affected			
Ceiling 2' X 2' Lay in No		No				
Walls Drywall No		No				
Floor 12" x 12" Vinyl		No				
	C Supply s Clean	No	HVAC Return Grills Clean	No		
	de of Supply t Clean	N/A	Inside of Return Duct Clean	N/A		
	ng at Supply s Clean	No				
	ans Working	N/A	Unapproved Chemicals / Cleaners in Room	No		
Signs of Pests No Dra	in Traps Wet	N/A	Air Fresheners	No		
Room Cluttered No Food if Store in Sealed Co	ed in Room is ontainers	N/A	in Room	NO		
Mechanical Equipment Location Window unit Mechanical Room Clean N/A						
Filters Installed Properly Yes	Filters Clean	No	Inside of HVAC Unit Clean	No		
Condensate Pan Clean Yes Coolin	g Coil Clean	No				
Fresh Air Intake Location Window unit		▼	Fresh Air Intake Free of Obstruction	Yes		
Pollutant Sources Near Air Intake		▼	or obstruction			
Observations						
Ceiling tiles by A/C Unit need to be changed. Cover for A/C unit needs to be removed and cleaned. Filter needs to be changed. Unit should be cleaned. Laminate machine in office area - evaluate need for exhaust fan.						
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO						
Replace ceiling tiles by A/C		Clean A/C unit cover & coil ▼				
Replace filter		Evaluate the	need for exhaust fan	▼		
	▼			▼		