

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

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April 3, 2017

Signature on File

TO: Roger Riddlemoser, Director
Twin Lakes Administration

FROM: Alison Witoshynsky, Project Manager
Environmental Health & Safety Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On April 3, 2017, I conducted an assessment at **Twin Lakes Administration**. 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.

AW:smn
Enc.

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
Mark Murray, Supervisor II Custodial
Sam Bays, Director, Maintenance Operations
Kurt Wirz, Area Manager Trades

IAQ Assessment

4200A Bldg

Evaluation Date April 3, 2017

Time of Day 9:24 AM

Outdoor Conditions Temperature 79.9 Relative Humidity 83.3 Ambient CO2 430

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
115	67.8	72 - 78	80.9	30% - 60%	540	MAX 700 > Ambient	0
Noticeable Odor		Yes	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 2' Lay in		Yes		Yes		Entire Room
Walls	Drywall		No		No		
Floor	Carpet		No		No		
Ceiling Clean	No		HVAC Supply Grills Clean		No		HVAC Return Grills Clean No
Walls Clean	Yes		Inside of Supply Duct Clean		Yes		Inside of Return Duct Clean N/A
Flooring Clean	Yes		Ceiling at Supply Grills Clean		No		
Room Surfaces Clean	Yes		Exhaust Fans Working		N/A		Unapproved Chemicals / Cleaners in Room No
Trash Removed	Yes		Drain Traps Wet		N/A		Air Fresheners in Room No
Signs of Pests	No		Food if Stored in Room is in Sealed Containers		N/A		
Room Cluttered	No						
Mechanical Equipment Location	Roof Top					Mechanical Room Clean	N/A
Filters Installed Properly	Yes		Filters Clean		No		Inside of HVAC Unit Clean N/A
Condensate Pan Clean	Yes		Cooling Coil Clean		No		
Fresh Air Intake Location	Roof top ▼					Fresh Air Intake Free of Obstruction	N/A
Pollutant Sources Near Air Intake	Not readily accessible ▼						

Observations

Room is 34 x 18; All ceiling tiles stained/visible growth
Projector screen and housing has dust load and visible microbial growth

Corrective Actions to be Completed by Site Based Staff

Remove and replace A/C Filters	▼
Clean Supply & Return Grills with Wexcide	▼
Thoroughly clean ALL surfaces	▼
Remove and replace ALL ceiling tiles	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees	▼
Repair HVAC to Reduce Humidity Levels	▼
Evaluate and repair cause of stained ceiling tile	▼
Evaluate/Repair HVAC damper setting/operation	▼
Install new ceiling tiles, cuts needed	▼
Evaluate HVAC coil for cleaning	▼
	▼
	▼