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

TELEPHONE (754) 321-4200

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February	26, 2016 Signature on File	For Custodial Supervisor Use Only
TO:	Daniel Boegli, Principal Sheridan Technical College	Custodial Issues Addressed
FROM:	Daniel Meyer, Project Manager Environmental Health & Safety Department	Custodial Issues Not Addressed
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On February 25, 2016, I conducted an assessment at **Sheridan Technical College.** 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

	IAQ Assessr	nent		
Sheridan Teo	chnical Cntr. Evaluation Dat	e February 25, 2016	Time of Day 9:0	00 AM
Outdoor Conditions Tempera	ature 63.7 Relative	Humidity 64	Ambient CO2 3	97
		Range CO ² % - 60% 427		ccupants 3
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Walls Tack Board Floor Carpet	No No			
Ceiling CleanYesWalls CleanYesFlooring CleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean	No Yes	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes Signs of Pests No	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners	No No
Room Cluttered No	in Sealed Containers	N/A	in Room	
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes	-	Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes No
Fresh Air Intake Location Pollutant Sources Near Air Intake	Over top of exterior mechanic	al room door ▼	Fresh Air Intake Free of Obstruction	Yes
Observations High humidity levels in office. S supply grills need to be changed			n wexcide. Ceiling tiles ar	ound

Corrective Actions to be Completed by Site Based Staff

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Clean ceiling track around HVAC supply grills	▼
Replace ceiling tiles around supply grills	▼
Clean HVAC supply grills with Wexcide	▼
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Corrective Actions to be Completed by PPO

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	IAQ Assess	ment		
Sheridan Teo	chnical Cntr. Evaluation Dat	February 25, 2016	Time of Day 9:0	MA 00
Outdoor Conditions Tempera	ature 63.7 Relative	e Humidity 64	Ambient CO2 3	97
		Range CO ² % - 60% 424		ccupants 3
Noticeable OdorNoCeiling2' X 4' Lay inWallsTack BoardFloorCarpet	Visible water damage / staining? No No No	Visible microbial growth?	Amount of material affected	
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes Room Surfaces Yes Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes No
Fresh Air Intake Location Pollutant Sources Near Air Intake	Over top of exterior mechanic	cal room door ▼	Fresh Air Intake Free of Obstruction	Yes
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Corrective Actions to be Completed by Site Based Staff

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Replace ceiling tiles around supply grills	▼
Clean HVAC supply grills with Wexcide	▼
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Corrective Actions to be Completed by PPO

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	IAQ Assessi	nent		
Sheridan Tec	hnical Cntr. Evaluation Dat	e February 25, 2016	Time of Day 9:0	00 AM
Outdoor Conditions Tempera	ture 63.7 Relative	Humidity 64	Ambient CO2 3	97
		Range CO ² % - 60% 430	Range # Oo MAX 700 > Ambient	2
Noticeable OdorNoCeiling2' X 4' Lay inWallsTack Board	Visible water damage / staining? No No	Visible microbial growth?	Amount of material affected	
Floor Carpet Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	No HVAC Supply Grills Clean Inside of Supply Duct Clean	No Yes	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes No
Fresh Air Intake Location Pollutant Sources Near Air Intake	Over top of exterior mechanic	al room door ▼	Fresh Air Intake Free of Obstruction	Yes
Observations High humidity levels in office. Su be wiped clean with wexcide. Ins			ooden desk and table ne	eds to

Corrective Actions to be Completed by Site Based Staff

Clean dust and debris under wooden desk & table	▼
Clean HVAC supply grills with Wexcide	▼
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Corrective Actions to be Completed by PPO

Repair HVAC to Reduce Humidity Levels	▼
Clean microbial growth from inside unit	▼
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Mechanical Equipment Location	FISH #446		Mechanical Room Clean	Yes
Filters Installed Properly Yes Condensate Pan Clean Yes		Yes Yes	Inside of HVAC Unit Clean	No
Fresh Air Intake Location Pollutant Sources Near Air Intake	Over top of exterior mechanic	al room door ▼	Fresh Air Intake Free of Obstruction	Yes
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Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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