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

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December 8,	2016	Signature on File	For	r Custodial Supervisor Use Only
TO:	Don Cottrell, Principal Wingate Oaks Center			Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project M Environmental Health	0		
SUBJECT:	Indoor Air Quality (IA)	Q) Assessment		

On December 7, 2016, I conducted an assessment at **Wingate Oaks 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: 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								
Wingate 0	Oaks Center Evaluation Da	te December 7, 2016	Time of Day 10:0	0 AM				
Outdoor Conditions Tempera	ature 76.4 Relative	e Humidity 97.9	Ambient CO2 40	5				
	angeRelative Humidity2 - 7888.930	Range CO ² % - 60% 505		cupants 3				
Noticeable Odor Yes	Visible water damage / staining?	Visible microbial growth?	Amount of material affected					
Ceiling 2' X 2' Lay in	No	No						
Walls Drywall	 No	Yes	entire closet					
Floor 12" x 12" Vinyl]No	No						
Ceiling Clean Yes Walls Clean No	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	N/a				
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	N/A				
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 Pests No	Drain Traps Wet	N/A						
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No				
Mechanical Equipment Location	Above Ceiling		Mechanical Room Clean	N/A				
Filters Installed Properly Yes	s Filters Clean	Yes	Inside of HVAC Unit Clean	Yes				
Condensate Pan Clean Yes	Cooling Coil Clean	Yes						
Fresh Air Intake Location	Ducted to roof-top		Fresh Air Intake Free Yes					
Pollutant Sources Near Air Intake	No 🔻		of Obstruction					
Observations								
Computer bags have microbial of Bags with minor growth can be are completely dry.				itil they				

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

Repair HVAC to Reduce Humidity Levels	▼
Install dehumidifier	▼
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