

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

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August 24, 2016

Signature on File

TO: Don Cottrell, Principal
Wingate Oaks Center

FROM: Daniel Meyer, Project Manger
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 August 23, 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
Rich Volpi, Supervisor II Custodial
Mark Murray, Supervisor II Custodial
Sam Bays, Director, Maintenance Operations
Kurt Wirz, Area Manager Trades

IAQ Assessment

Wingate Oaks Center

Evaluation Date August 23, 2016

Time of Day 10:00 AM

Outdoor Conditions Temperature 85.7

Relative Humidity 86.7

Ambient CO2 405

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
501	77.9	72 - 78	62.5	30% - 60%	475	MAX 700 > Ambient	3
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		Yes		Yes		7 tiles
Walls	Plaster		No		No		
Floor	12" x 12" Vinyl		No		No		
Ceiling Clean	Yes	HVAC Supply Grills Clean		Yes	HVAC Return Grills Clean		No
Walls Clean	Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean		No			
Room Surfaces Clean	Yes						
Trash Removed	Yes	Exhaust Fans Working		Yes	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests	No	Drain Traps Wet		Yes	Air Fresheners in Room		No
Room Cluttered	No	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location	Above Ceiling					Mechanical Room Clean	N/A
Filters Installed Properly	Yes	Filters Clean		No	Inside of HVAC Unit Clean		Yes
Condensate Pan Clean	No	Cooling Coil Clean		Yes			
Fresh Air Intake Location	Thru exterior wall ▼					Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	No ▼						

Observations

7 water stained ceiling tiles. Appears to have a roof leak in one area and condensate leak in another. Tiles need to be removed from above existing tiles. Ceiling tiles need to be cleaned around supply grills. Filters need to be changed. A/C problems - not cooling properly and high humidity. Dehumidifier in classroom was not running.

Corrective Actions to be Completed by Site Based Staff

Clean tiles and light around supply grills	▼
Clean return grill & Change A/C filter	▼
Remove old ceiling tiles above existing	▼
Replace stained ceiling tiles after roofing repairs	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to Reduce Humidity Levels	▼
Repair Cause of Stained Ceiling Tiles	▼
Ceiling tile cuts needed around supply vents	▼
Clean condensate pan	▼
	▼
	▼
	▼
	▼

