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

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December 2	1, 2017	Signature on File	For Custodial Supervisor Use Only
TO:		Good, Principal reek Elementary	Custodial Issues Addressed  Custodial Issues Not Addressed
FROM:		er, Project Manger ntal Health & Safety Department	
SUBJECT:	Indoor Air	Quality (IAQ) Assessment	

On December 18, 2017, I conducted an assessment at **Coconut Creek Elementary School**. 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: Sam Bays, Director, Maintenance Operations
Shelley Meloni, Director, Pre-Construction
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
Greg Neiman, Area Supervisor, Zone 1
Kurt Wirz, Area Manager Trades
Gerald Devio, Supervisor II Custodial
Benjamin Osborne, Supervisor II Custodial
Mark Murray, Supervisor II Custodial
Broward Teachers Union
Federation of Public Employees

Outdoor Conditions Tempe	erature 84.3 Relative	e Humidity 52.1	Ambient CO2 40	07
		Range CO % - 60%		ccupants 2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	No	No		
Walls Drywall	No	No		
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	No	HVAC Return Grills Clean	No
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No	Drain Traps Wet	N/A	Air Fresheners	No
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	in Room	[ NO
Mechanical Equipment Location	Above Ceiling		Mechanical Room Clean	N/A
Filters Installed Properly	es Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Ye	es 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**

Temperature needs to be raised to SBBC standards. Supply grill needs to be replaced. Tile that the supply grill is installed needs to be replaced as well. Return grill needs to be cleaned.

# Corrective Actions to be Completed by Site Based Staff

Corrective Actions to be Completed by Oile Based Stair		
Clean HVAC Return Grill	▼	
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#### Corrective Actions to be Completed by PPO

Corrective Actions to be completed by 11 C	
Set Temperature to 72 - 78 degrees	▼
Replace supply grill	▼
Ceiling tile cuts needed around supply vent	▼
	▼
	▼
	▼
	▼
	▼

Outdoor Conditions Temperatur	e 84.3 Relative	Humidity 52.1	Ambient CO2 4	07
Fish         Temperature         Range           135         72.6         72 - 78	i	Range <u>CC</u> % - 60% 75		3
Noticeable Odor No  Ceiling 2' X 4' Lay in  Walls Drywall  Floor 12" x 12" Vinyl	Visible water damage / staining?  No  No  No	Visible microbial growth?  No  No  No	Amount of material affected	
Ceiling Clean  Walls Clean  Flooring Clean  Room Surfaces Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	Yes Yes Yes	HVAC Return Grills Clean Inside of Return Duct Clean	No No
Trash Removed Yes  Signs of Pests No  Room Cluttered No	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 In  Filters Installed Properly Yes  Condensate Pan Clean Yes	classroom HVAC unit  Filters Clean  Cooling Coil Clean	Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	N/A No
Fresh Air Intake Location  Pollutant Sources Near Air Intake	ucted to roof-top	<b>▼</b>	Fresh Air Intake Free of Obstruction	Yes

## **Observations**

Return section of A/C unit needs to be cleaned. High Humidity in classroom. Cardboard boxes need to be removed from classroom

#### Corrective Actions to be Completed by Site Based Staff

Corrective Actions to be completed by Oile Based Stan		
Remove cardboard boxes	▼	
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	▼	
	▼	
	▼	

#### Corrective Actions to be Completed by PPO

▼
▼
▼
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▼
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