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

TELEPHONE (754) 321-4200

FACSIMILE: (754) 321-4285

| February 23, | 2017 Signature on File | For Custodial Supervisor Use Only |
|--------------|--|---|
| TO: | Vonda Oliver, Principal Coral Springs K-8 Elementary | Custodial Issues Addressed Custodial Issues Not Addressed |
| FROM: | Daniel Meyer, Project Manger Environmental Health & Safety Department | |
| SUBJECT: | Indoor Air Quality (IAQ) Assessment | |

On February 21, 2017, I conducted an assessment at **Coral Springs K-8 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: 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 Assess | ment | | |
|--|---|--|--|-----|
| Coral Springs | Elementary Evaluation Dat | te February 21, 2017 | Time of Day 11:00 | AM |
| Outdoor Conditions Tempera | ature 82.4 Relative | e Humidity 46.4 | Ambient CO2 462 | |
| | | Range CO ² % - 60% 1149 | Range # Occu MAX 700 > 2 Ambient | 22 |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | |
| Ceiling 2' X 4' Lay in Walls Dry/Folding Partition | No No | No | | |
| Floor 12" x 12" Vinyl | No | No | | |
| Ceiling Clean Yes Walls Clean Yes | HVAC Supply Grills Clean | Yes | HVAC Return Grills Clean | No |
| Flooring Clean Yes | Inside of Supply Duct Clean | Yes | Inside of Return Duct Clean | No |
| Room Surfaces Yes Clean | Ceiling at Supply Grills Clean | No | | |
| Trash Removed Yes | Exhaust Fans Working | N/A | Unapproved Chemicals / | No |
| Signs of Pests No | Drain Traps Wet | Yes | Air Fresheners | No |
| Room Cluttered No | Food if Stored in Room is in Sealed Containers | N/A | in Room | |
| Mechanical Equipment Location | FISH #109 | | Mechanical Room Clean | Yes |
| Filters Installed Properly Yes | 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 L | |
| Observations | | | | |
| Ceiling tiles around supply grills need to be replaced. Return air grill needs to be removed and vacuumed. 2 Light lens need to be wiped clean (signs of moisture). Mechanical Room wall needs to be wiped clean by fresh air duct. | | | | |

Corrective Actions to be Completed by Site Based Staff

| Clean walls in mechanical room | ▼ | |
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| Remove return grill and vacuum | ▼ | |
| Open light fixtures and wipe lens | ▼ | |
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Corrective Actions to be Completed by PPO

| Ceiling tile cuts needed around supply vents | ▼ |
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| | IAQ Assessr | nent | | |
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| Coral Springs E | Elementary Evaluation Dat | e February 21, 2017 | Time of Day 11: | 00 AM |
| Outdoor Conditions Temperat | ure 82.4 Relative | Humidity 46.4 | Ambient CO2 4 | 62 |
| Fish Temperature Rar 126 72.5 72 - | | Range CO ² % - 60% 1073 | | ccupants 31 |
| Noticeable OdorNoCeiling2' X 4' Lay inWallsDry/Folding Partition | Visible water damage / staining? No No | Visible microbial growth? No No | Amount of material affected | |
| Floor 12" x 12" Vinyl | No | No | | |
| Ceiling CleanYesWalls CleanYesFlooring CleanYes | HVAC Supply Grills Clean Inside of Supply Duct Clean | Yes | HVAC Return Grills Clean Inside of Return Duct Clean | No No |
| Room Surfaces Yes Clean | Ceiling at Supply Grills Clean | No | | |
| Trash Removed Yes | Exhaust Fans Working Drain Traps Wet | N/A Yes | Unapproved Chemicals / Cleaners in Room | No |
| Room Cluttered No | Food if Stored in Room is in Sealed Containers | N/A | Air Fresheners in Room | No |
| Mechanical Equipment Location | FISH #109 | | Mechanical Room Clean | Yes |
| Filters Installed ProperlyYesCondensate Pan CleanYes | Filters Clean Cooling Coil Clean | Yes | Inside of HVAC Unit Clean | Yes |
| Pollutant Sources Near Air | Ducted to roof-top No | ▼ | Fresh Air Intake Free of Obstruction | Yes |
| Observations Ceiling tiles around supply grills need to be replaced. Return air grill needs to be removed and vacuumed. Elevated surfaces need to be cleaned by Return air grill. Mechanical Room wall needs to be wiped clean by fresh air duct. | | | | |

Corrective Actions to be Completed by Site Based Staff

| confective Actions to be completed by Site Dased Sta | |
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| Clean walls in mechanical room | ▼ |
| Remove return grill and vacuum | ▼ |
| Clean elevated surfaces | ▼ |
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Corrective Actions to be Completed by PPO

| Ceiling tile cuts needed around supply vents | ▼ |
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| Coral Springs | Elementary Evaluation Dat | e February 21, 2017 | Time of Day 11: | 00 AM |
| Outdoor Conditions Tempera | ature 82.4 Relative | Humidity 46.4 | Ambient CO2 4 | 62 |
| | | Range CO ² % - 60% 1128 | | 2 |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | |
| Ceiling2' X 4' Lay inWallsDry/Folding PartitionFloor12" x 12" Vinyl | Yes No | No No No | 1 tile - 2 lights | |
| Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesYesCleanYes | HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean | Yes Yes No | HVAC Return Grills Clean Inside of Return Duct Clean | No No |
| Trash RemovedYesSigns of PestsNoRoom ClutteredNo | Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers | N/A Yes 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 Yes |
| Fresh Air Intake Location Pollutant Sources Near Air Intake | Ducted to roof-top No | ▼ | Fresh Air Intake Free of Obstruction | Yes |
| Observations Ceiling tiles around supply grills need to be replaced. Return air grill needs to be removed and vacuumed. Elevated | | | | vated |
| surfaces need to be cleaned by Return air grill. Mechanical Room wall needs to be wiped clean by fresh air duct. 2 Light lens need to be wiped clean (signs of moisture). | | | | |

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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