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

# **TELEPHONE (754) 321-4200**

## FACSIMILE: (754) 321-4285

February 15, 2017		Signature on File	For Custodial Supervisor Use Only		
TO:	Lynn Burgess, Prin Fox Trail Elementa			Custodial Issues Addressed Custodial Issues Not Addressed	
FROM:	Alison Witoshynsk Environmental Hea	y, Project Manager 1lth & Safety Department			
SUBJECT:	Indoor Air Quality	(IAQ) Assessment			

On February 14, 2017, I conducted an assessment at **Fox Trail 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.

AW: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 A	ssessment			
Fox	K Trail Elementary Evalua	ation Date February	14, 2017 <b>Time</b>	of Day 1:	03 PM
Outdoor Conditions Te	mperature 89.7	Relative Humidity	49.1 Amb	pient CO2 4	54
FishTemperature85273.8	RangeRelative Humic72 - 7851.1	dity Range 30% - 60%	1895 <b>M</b>	Range # O AX 700 > [ Ambient	ccupants 22
Noticeable OdorNoticeable OdorCeiling2' X 4' Lay inWallsDrywallFloor12" x 12" Viny	staining?   No   No	age / Visible mic growti No No	h? ma	Amount of aterial affected	
Ceiling CleanYesWalls CleanNoFlooring CleanNoRoom Surfaces CleanNo	HVAC Sup Grills Clear Inside of S Duct Clean Ceiling at S Grills Clear	n Yes upply Yes Supply Yes	G	VAC Return rills Clean side of Return uct Clean	Yes N/A
Trash RemovedYesSigns of PestsNoRoom ClutteredYes	Exhaust Fans W Drain Tra Food if Stored in R in Sealed Containe	ps Wet N/A	Cleaners	sheners	No No
Mechanical Equipment Loc Filters Installed Properly Condensate Pan Clean	ation Bard like HVAC system Yes Filters N/A Cooling Coil	Clean Yes		cal Room Clean VAC Unit Clean	N/A No
Fresh Air Intake Location Pollutant Sources Near Air Intake	Thru exterior wall, bac	k of floor unit		Air Intake Free struction	Yes

#### Observations

Teacher reports that a puddle of water forms near the window, under bookshelves and into room on tile floor when it rains. Custodian reports that the windows were recently caulked from the outside within the last month. Minor dust on supply grills. Dust present on bookshelves, around personal items and books. Dust/dirt buildup under bookshelves along window. No staining or damage was observed on drywall behind bookshelf. Staining on floor; custodian reports from hand sanitizer and cannot be cleaned.

Corrective Actions to be Completed by Site Based Staff

Clean dust on horizontal & elevated surfaces	▼
Clean Supply Grills with Wexcide	▼
Encourage occupant to reduce clutter	▼
	▼
	▼
	▼
	▼
	▼

### Corrective Actions to be Completed by PPO

Repair HVAC to Reduce CO2 Levels	▼
Evaluate exhaust fan	▼
	▼
	▼
	▼
	▼
	•
	▼

	IAQ A	ssessment			
Fo:	x Trail Elementary Evalua	ation Date February	/ 14, 2017	Time of Day	1:03 PM
Outdoor Conditions Te	mperature 89.7	Relative Humidity	49.1	Ambient CO2	454
FishTemperature88072.2	RangeRelative Humi72 - 7853.0	dity Range 30% - 60%	<b>CO</b> <sup>2</sup> 2694	Range # MAX 700 > Ambient	<b>Occupants</b>
Noticeable OdorNoticeable OdorCeiling2' X 4' Lay inWallsDrywallFloor12" x 12" Viny	staining?	nage / Visible mi growt No No	th?	Amount of material affecte	d
Ceiling CleanYesWalls CleanYesFlooring CleanNoRoom Surfaces CleanNo	HVAC Sup Grills Clea   Inside of S Duct Clear   Ceiling at Grills Clea	Supply Yes		HVAC Return Grills Clean Inside of Retur Duct Clean	Yes n N/A
Trash RemovedYesSigns of PestsNoRoom ClutteredYes	Exhaust Fans W Drain Tra Food if Stored in F in Sealed Containe	ps Wet N/A	С	napproved Chemica leaners in Room Air Fresheners in Room	ls / No No
Mechanical Equipment Loc Filters Installed Properly Condensate Pan Clean	eation Bard like HVAC system Yes Filters N/A Cooling Coil	Clean Yes		echanical Room Clea de of HVAC Unit Cle	
Fresh Air Intake Location Pollutant Sources Near Air Intake	Thru exterior wall, bac	ck of floor unit	<ul><li>▼</li><li>▼</li></ul>	Fresh Air Intake Fre of Obstruction	e Yes

#### Observations

Teacher reports that a puddle of water forms near the window, under bookshelves and into room on tile floor when it rains. No staining or damage was observed on drywall behind bookshelf. Custodian reports that only 1st floor windows were caulked. Dust present on bookshelves, around supplies and books. Dust/dirt buildup under bookshelves along window. Three ceiling panels recently changed from roof leak. Custodian has put in a work order to repair roof. Staining on floor; custodian reports from hand sanitizer and cannot be cleaned.

Corrective Actions to be Completed by Site Based Staff

Heavy dust on elevated surfaces	▼
Clean dust buildup on horizontal &	▼
elevated surfaces	▼
Encourage occupant to reduce clutter	▼
	▼
	▼
	▼
	▼

## **Corrective Actions to be Completed by PPO**

pair HVAC to Reduce CO2 Levels	▼
llowup on roof repair work order	▼
te caulking of windows from exterior	▼
	▼
	▼
	▼
	▼
	▼