

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

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August 31, 2017

Signature on File

TO: Lynn Burgess, Principal
Fox Trail Elementary

FROM: Alison Witoshynsky, Project Manager
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 28, 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: 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

IAQ Assessment

Fox Trail Elementary

Evaluation Date August 28, 2017

Time of Day 10:45 AM

Outdoor Conditions Temperature 91.0 Relative Humidity 64.5 Ambient CO2 472

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
103D	74.6	72 - 78	59.8	30% - 60%	727	MAX 700 > Ambient	0
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		No		
Walls	Drywall		Yes		Yes		~10' x 3' x 2' H
Floor	12" x 12" Vinyl		No		No		

Ceiling Clean	No	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Walls Clean	Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Flooring Clean	Yes	Ceiling at Supply Grills Clean	Yes		
Room Surfaces 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	Air Fresheners in Room	No
Room Cluttered	No	Food if Stored in Room is in Sealed Containers	N/A		

Mechanical Equipment Location	FISH 147			Mechanical Room Clean	Yes
Filters Installed Properly	Yes	Filters Clean	No	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean	Yes	Cooling Coil Clean	No		

Fresh Air Intake Location	Roof top ▼	Fresh Air Intake Free of Obstruction	N/A
Pollutant Sources Near Air Intake	Not readily accessible ▼		

Observations

Office. Water damaged wall material with spotty black growth behind baseboard at corner of the room that is adjacent to FISH 147, 103E, and 103F. Humidity in room elevated.

FISH 147: Fresh air damper is in open position. Stacks of chairs on carts stored in Mech Rm (FISH 147). Water damaged wall material and spotty growth behind unit in back of room.

Corrective Actions to be Completed by Site Based Staff

Remove and replace A/C Filters	▼
Remove storage from room/intended use only	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate/Repair HVAC dampers & exhaust interlocks	▼
Repair HVAC to Reduce Humidity Levels	▼
Evaluate and repair cause of water damaged wall material	▼
Evaluate HVAC coil for cleaning	▼
	▼
	▼
	▼

IAQ Assessment

Fox Trail Elementary

Evaluation Date August 28, 2017

Time of Day 10:45 AM

Outdoor Conditions Temperature 91.0 Relative Humidity 64.5 Ambient CO2 472

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
103E	75.9	72 - 78	64.2	30% - 60%	654	MAX 700 > Ambient	0	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' X 4' Lay in		Yes		No		2 CT	
Walls	Drywall		No		Yes		~1' x 1' visible.	
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		No
Flooring Clean		No	Ceiling at Supply Grills Clean		Yes			
Room Surfaces 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 in Room		No
Room Cluttered		Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location			FISH 147			Mechanical Room Clean		Yes
Filters Installed Properly		Yes	Filters Clean		No	Inside of HVAC Unit Clean		Yes
Condensate Pan Clean		Yes	Cooling Coil Clean		No			
Fresh Air Intake Location			Roof top ▼			Fresh Air Intake Free of Obstruction		N/A
Pollutant Sources Near Air Intake			Not readily accessible ▼					

Observations

AV Room/ Cameras. Water damaged wall material with spotty black growth behind baseboard at location under outlet ~ 1' x 1'. Cannot determine if goes further as bookshelves are in the way. Portion of the room that is adjacent to FISH 147, 103D, and 103F. Humidity in room greater than 60%.

FISH 147: Fresh air damper is in open position. Stacks of chairs on carts stored in Mech Rm (FISH 147). Water damaged wall material and spotty growth behind unit in back of room.

Corrective Actions to be Completed by Site Based Staff

Remove and replace stained ceiling tile	▼
If stains return, contact COMPASS for work order	▼
Room too cluttered to clean properly	▼
Encourage occupant to reduce clutter	▼
Thoroughly clean ALL surfaces	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate/Repair HVAC dampers & exhaust	▼
interlocks	▼
Repair HVAC to Reduce Humidity Levels	▼
Evaluate and repair cause of water damaged	▼
wall material	▼
Evaluate HVAC coil for cleaning	▼
Clean HVAC return grills and drops	▼
	▼

IAQ Assessment

Fox Trail Elementary

Evaluation Date August 28, 2017

Time of Day 10:45 AM

Outdoor Conditions Temperature 91.0 Relative Humidity 64.5 Ambient CO2 472

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
103F	75.6	72 - 78	58.1	30% - 60%	653	MAX 700 > Ambient	0
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		No		
Walls	Drywall		Yes		Yes		~4' L x 2' H
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 No	
Flooring Clean		No	Ceiling at Supply Grills Clean		Yes		
Room Surfaces Clean		No					
Trash Removed		No	Exhaust Fans Working		N/A	Unapproved Chemicals / Cleaners in Room No	
Signs of Pests		No	Drain Traps Wet		N/A	Air Fresheners in Room No	
Room Cluttered		Yes	Food if Stored in Room is in Sealed Containers		N/A		
Mechanical Equipment Location			FISH 147			Mechanical Room Clean Yes	
Filters Installed Properly		Yes	Filters Clean		No	Inside of HVAC Unit Clean Yes	
Condensate Pan Clean		Yes	Cooling Coil Clean		No		
Fresh Air Intake Location			Roof top ▼			Fresh Air Intake Free of Obstruction N/A	
Pollutant Sources Near Air Intake			Not readily accessible ▼				

Observations

Server Room. Water damaged wall material with spotty black growth behind baseboard at side of room adjacent to FISH 147, 103D, and 103E. Wall currently dry. Humidity in room elevated and not clean.

FISH 147: Fresh air damper is in open position. Stacks of chairs on carts stored in Mech Rm (FISH 147). Water damaged wall material and spotty growth behind unit in back of room.

- Corrective Actions to be Completed by Site Based Staff**
- | | |
|--|---|
| Thoroughly clean and sanitize flooring | ▼ |
| Thoroughly clean ALL surfaces | ▼ |
| Clean HVAC Return Grill with Wexcide | ▼ |
| Encourage occupant to reduce clutter | ▼ |
| | ▼ |
| | ▼ |
| | ▼ |
| | ▼ |

- Corrective Actions to be Completed by PPO**
- | | |
|--|---|
| Evaluate/Repair HVAC dampers & exhaust interlocks | ▼ |
| Repair HVAC to Reduce Humidity Levels | ▼ |
| Evaluate and repair cause of water damaged wall material | ▼ |
| Evaluate HVAC coil for cleaning | ▼ |
| | ▼ |
| | ▼ |