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

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

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August 17, 20	017 Signature on File	For Custodial Supervisor Use Only
TO:	Delicia Joyce Decembert, Principal Hollywood Central Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Alison Witoshynsky, Project Manager Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On August 16, 2017, I conducted an assessment at **Hollywood Central 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 Assessr	nent		
Hollywood Central	Elementary Evaluation Date	e August 16, 2017	Time of Day 1	000
Outdoor Conditions Tempera	ature 85.6 Relative	Humidity 85.4	Ambient CO2 4	51
		Range         CO <sup>2</sup> % - 60%         484	Range # Oo MAX 700 > Ambient	ccupants 0
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 2' Lay inWallsPlasterFloor12" x 12" Vinyl	No           No           No           No	No No No		
Ceiling Clean No Walls Clean Yes	HVAC Supply Grills Clean Inside of Supply	Yes	HVAC Return Grills Clean Inside of Return	No
Flooring Clean   Yes     Room Surfaces   No     Clean   Volume	Duct Clean Ceiling at Supply Grills Clean	Yes	Duct Clean	
Trash Removed Yes Signs of Pests No	Exhaust Fans Working Drain Traps Wet	Yes	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredYes	Food if Stored in Room is in Sealed Containers	No N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH 402		Mechanical Room Clean	Yes
Filters Installed Properly Yes	s Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	S Cooling Coil Clean	Yes		
Fresh Air Intake Location Pollutant Sources Near Air Intake	Outside room / Exterior corrid	lor ▼	Fresh Air Intake Free of Obstruction	Yes
Observations			O and an and the second s	
Windows OPEN at time of inspe grill near open windows. Pillow		• •		on supply
Minor dust on inside of return d	uct in mechanical room.			

Corrective Actions to be Completed by Site Based Staff

Run water in sinks and drains monthly	▼
Ensure doors and windows remain closed	▼
Clean Supply Grills with Wexcide	▼
	▼
	▼
	▼
	▼
	▼

## Corrective Actions to be Completed by PPO

Remove and Clean HVAC return grills and drops	▼
Clean Return Duct in FISH 402	▼
	▼
	▼
	▼
	▼
	▼
	▼

	IAQ Assess	ment	
Hollywood Centra	al Elementary Evaluation Date	te August 16, 2017	Time of Day 1000
Outdoor Conditions Tempe	erature 85.6 Relative	e Humidity 85.4	Ambient CO2 451
		Range         CO <sup>2</sup> % - 60%         470	
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected
Ceiling 2' X 4' Lay in	No	No	
Walls Plaster	Yes	No	leak from roof, damaged wall
Floor 12" x 12" Vinyl	No	No	
Ceiling Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean Yes
Walls Clean Yes	Inside of Supply	Yes	Inside of Return
Flooring Clean No	Duct Clean		Duct Clean
Room Surfaces No Clean	Ceiling at Supply Grills Clean	Yes	
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room No
Signs of Pests No	Drain Traps Wet	No	Air Fresheners No
Room Cluttered Yes	Food if Stored in Room is in Sealed Containers	N/A	in Room
Mechanical Equipment Location	n FISH 402		Mechanical Room Clean Yes
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	Outside room / Exterior corric	dor 🗸 🔻	Fresh Air Intake Free Yes
Pollutant Sources Near Air Intake	Νο	▼	
Observations			
	ak in back corner of room. Not wing on pipe insulation above ceili		ows signs of water damage, ~ 4 ft

Warm in closet with server running. Check temp/relative humidity again once leak repaired, ceiling tiles are replaced, windows closed, and AC operating under normal conditions. Minor dust on inside of return duct in mechanical room.

Corrective Actions to be Completed by Site Based Staff

Encourage occupant to reduce clutter	▼
Thoroughly clean horizontal surfaces	▼
Thoroughly clean and sanitize flooring	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Evaluate and repair cause of water damaged	▼
wall material	▼
Clean pipe insulation after leak repaired	▼
Install new ceiling tile upon repair, cuts needed	▼
Remove and replace walls and cabinets as needed	▼
Clean Return Duct in FISH 402	▼
	▼
	▼

	IAQ Assess	ment		
Hollywood C	entral Elementary Evaluation Date	te August 16, 2017	Time of Day	000
Outdoor Conditions Te	mperature 85.6 Relative	e Humidity 85.4	Ambient CO2 4	51
FishTemperature40774.5		Range         CO <sup>2</sup> % - 60%         716		ccupants 1
Noticeable OdorNoticeable OdorCeiling2' X 2' Lay inWallsPlasterFloor12" x 12" Viny	staining?    No    No	Visible microbial growth? No No	Amount of material affected	
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	<u>Yes</u> Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Room Surfaces No Clean	Ceiling at Supply Grills Clean	Yes	Buci olean	
Trash RemovedYesSigns of PestsNoRoom ClutteredYes	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes No N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Loc Filters Installed Properly	Yes Filters Clean	Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes Yes
Condensate Pan Clean Fresh Air Intake Location Pollutant Sources Near Air Intake	Yes Cooling Coil Clean Outside room / Exterior corric	Yes dor ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				

Science Room - Windows OPEN at entrance door at time of inspection; closed by EH&S Personnel during inspection. Four sinks and one eye wash station. Eye wash station and black science sink at front of room/teachers desk do not have water supplied and have dry drains. Crayons present in drain of black science sink. Window sills are dusty. Interior of cabinets and wire shelving dusty. Cardboard boxes present throughout space. Minor dust on inside of return duct in mechanical room.

Corrective Actions to be Completed by Site Based Staff

Run water in sinks and drains monthly	▼
Ensure doors and windows remain closed	▼
Encourage occupant to reduce clutter	▼
Thoroughly clean horizontal surfaces	▼
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	▼
	▼
	▼

**Corrective Actions to be Completed by PPO** 

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