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

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

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January 26, 2	018 Signature on File	For Custodial Supervisor Use Only
TO:	John Fossas, Principal Hollywood Hills Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Alison Witoshynsky, Project Manager Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On January 22, 2018, I conducted an assessment at **Hollywood Hills 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 As:	sessment	
Hollywood	Hills Elementary Evaluati	on Date January 22, 2018	8 Time of Day 12:25 AM
Outdoor Conditions Te	mperature 87.3 Re	elative Humidity 55	Ambient CO2 426
FishTemperature11572.9	RangeRelative Humidit72 - 7857.1		O2Range# Occupants59MAX 700 >1Ambient1
Noticeable OdorNoCeiling2' X 4' Lay inWallsDrywall/TackboFloor12" x 12" Viny	staining?	ge / Visible microbial growth? No No No	Amount of material affected
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesNoCleanYes	HVAC Supply Grills Clean Inside of Sup Duct Clean Ceiling at Su Grills Clean	oply Yes	HVAC Return Grills Clean No Inside of Return Duct Clean No
Trash RemovedYesSigns of PestsNoRoom ClutteredYes	Exhaust Fans Wor Drain Traps Food if Stored in Roo in Sealed Containers	Wet Yes	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room
Mechanical Equipment Loca Filters Installed Properly Condensate Pan Clean	ation FISH 103 Yes Filters Cl Yes Cooling Coil C		Mechanical Room Clean Yes Inside of HVAC Unit Clean No
Fresh Air Intake Location Pollutant Sources Near Air Intake	Roof top No	<ul><li>▼</li></ul>	Fresh Air Intake Free Yes

## Observations

Science Classroom. Previous inspections on 12-11-2 & 07-31-13. Occupant reported that one of the sinks was recently repaired by Facilities and lizards were living under the sink, which may have been cause of previously reported odors. No signs of pests were observed during this inspection. Two aquariums present. Occupant say water is run in sinks monthly. The room remains very packed/cluttered with items making it difficult for onsite facilities staff to maintain a clean environment. Previous two inspection have indicated the occupant/school needs to reduce clutter. Until completed additional assessment cannot be conducted.

Corrective Actions to be Completed by Site Based Staff

Room to cluttered to clean properly	▼
Encourage occupant to reduce clutter	▼
Remove and replace A/C Filters on schedule;	▼
check 1/month; change every 3 months at min.	▼
Tape and date filters when replaced	▼
Run water in sinks and floor drains monthly	▼
Clean dust from ceiling tiles or replace	▼
	▼

Corrective Actions to be Completed by PPO

Clean HVAC return grills and drops       ▼         Clean inside of HVAC unit       ▼         Evaluate HVAC coil for cleaning       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼         ▼       ▼			
	C	Clean HVAC return grills and drops	▼
Evaluate HVAC coil for cleaning		Clean inside of HVAC unit	▼
▼ ▼ ▼ ▼ ▼		Evaluate HVAC coil for cleaning	▼
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Hollywood Hills Elementary Evaluation Date January 22, 207	18         Time of Day         12:25 AM           Ambient CO2         426
	Ambient CO2 426
Dutdoor Conditions         Temperature         87.3         Relative Humidity         55	Ambient CO2 426
	CO2Range# Occupants794MAX 700 >0-10Ambient
Noticeable OdorNoVisible water damage / staining?Visible microbial growth?Ceiling2' X 4' Lay inNoNoWallsDrywallNoNoFloor12" x 12" VinylNoNo	Amount of material affected
Floor     12" x 12" Vinyi     No     No       Ceiling Clean     Yes     HVAC Supply Grills Clean     Yes       Walls Clean     Yes     Inside of Supply Duct Clean     Yes	HVAC Return Grills Clean Yes Inside of Return Duct Clean No
Room SurfacesNoCeiling at Supply Grills CleanYes	
Trash RemovedYesExhaust Fans WorkingYesSigns of PestsNoDrain Traps WetYesRoom ClutteredYesFood if Stored in Room is in Sealed ContainersN/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room
Mechanical Equipment Location       FISH 911         Filters Installed Properly       Yes       Filters Clean       No         Condensate Pan Clean       Yes       Cooling Coil Clean       No	Mechanical Room Clean Yes Inside of HVAC Unit Clean No
Fresh Air Intake Location       Roof top       ▼         Pollutant Sources Near Air Intake       No       ▼         Observations       ▼	of Obstruction Yes

Classroom. Occupant has a large amount of items throughout the room including above cabinets, on counter, under and behind desk. Items include books, cardboard boxes, and personal items. Top of upper and tall cabinets, cubbies for lunch boxes and counter have light dust layer. Coordination with occupant to reduce and then move items for cleaning maybe necessary. Corners of floor in room have moderate level of debris/dust. AC filter bank needs gap filler to prevent dust/debris blowby.

Corrective Actions to be Completed by Site Based Staff

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Remove and
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including cub
Re Floor needs Remove and check 1/mont Tape an horoughly cle

Corrective Actions to be Completed by PPO

Clean HVAC return & exhaust grills and drops	▼
Repair HVAC to Reduce Humidity Levels	▼
Evaluate HVAC coil for cleaning	▼
Evaluate/Repair HVAC dampers & exhaust	▼
interlocks	▼
	▼
	▼
	▼