

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

TELEPHONE (754) 321-4200

FACSIMILE: (754) 321-4285

January 26, 2018

Signature on File

TO: John Fossas, Principal
Hollywood Hills Elementary

FROM: Alison Witoshynsky, Project Manager
Environmental Health & Safety Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

For Custodial Supervisor Use Only

Custodial Issues Addressed

Custodial Issues Not Addressed

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 Assessment

Hollywood Hills Elementary

Evaluation Date January 22, 2018

Time of Day 12:25 AM

Outdoor Conditions Temperature 87.3 Relative Humidity 55 Ambient CO2 426

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants
917	73.6	72 - 78	64.2	30% - 60%	794	MAX 700 > Ambient	0-10
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	2' X 4' Lay in		No		No		
Walls	Drywall		No		No		
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 Duct Clean		Yes	Inside of Return Duct Clean		No
Flooring Clean	Yes	Ceiling at Supply Grills Clean		Yes			
Room Surfaces Clean	No						
Trash Removed	Yes	Exhaust Fans Working		Yes	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests	No	Drain Traps Wet		Yes	Air Fresheners in Room		No
Room Cluttered	Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location	FISH 911					Mechanical Room Clean	Yes
Filters Installed Properly	Yes	Filters Clean		No	Inside of HVAC Unit Clean		No
Condensate Pan Clean	Yes	Cooling Coil Clean		No			
Fresh Air Intake Location	Roof top ▼					Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	No ▼						

Observations

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

Encourage occupant to reduce clutter	▼
Remove cardboard boxes	▼
Floor needs mop/vacuum along walls/corners	▼
Remove and replace A/C Filters on schedule;	▼
check 1/month; change every 3 months at min.	▼
Tape and date filters when replaced	▼
Thoroughly clean elevated & horizontal surfaces	▼
including cubbies, counter, and tops of cabinets	▼

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	▼
	▼
	▼
	▼