

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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February 23, 2018

Signature on File

TO: Leena Itty, Principal  
**Maplewood Elementary**

FROM: Daniel Meyer, Project Manger  
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
<hr/>	
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On February 22, 2018, I conducted an assessment at **Maplewood 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.

DM:lb  
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

Maplewood Elementary

 Evaluation Date February 22, 2018

 Time of Day 1:15 PM
**Outdoor Conditions**

 Temperature 84.6

 Relative Humidity 58.6

 Ambient CO2 409

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
855	74.2	72 - 78	54.3	30% - 60%	1815	MAX 700 > Ambient	2
<b>Noticeable Odor</b>		<b>Visible water damage / staining?</b>		<b>Visible microbial growth?</b>		<b>Amount of material affected</b>	
Ceiling <span style="border: 1px solid black; padding: 2px;">2' X 4' Lay in</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;"></span>	
Walls <span style="border: 1px solid black; padding: 2px;">Drywall</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">under North wall window</span>	
Floor <span style="border: 1px solid black; padding: 2px;">12" x 12" Vinyl</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;"></span>	
<b>Ceiling Clean</b>		<b>HVAC Supply Grills Clean</b>		<b>HVAC Return Grills Clean</b>			
Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>			
<b>Walls Clean</b>		<b>Inside of Supply Duct Clean</b>		<b>Inside of Return Duct Clean</b>			
Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>			
<b>Flooring Clean</b>		<b>Ceiling at Supply Grills Clean</b>					
Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>					
<b>Room Surfaces Clean</b>							
No <span style="border: 1px solid black; padding: 2px;">No</span>							
<b>Trash Removed</b>		<b>Exhaust Fans Working</b>		<b>Unapproved Chemicals / Cleaners in Room</b>			
Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>			
<b>Signs of Pests</b>		<b>Drain Traps Wet</b>		<b>Air Fresheners in Room</b>			
No <span style="border: 1px solid black; padding: 2px;">No</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		No <span style="border: 1px solid black; padding: 2px;">No</span>			
<b>Room Cluttered</b>		<b>Food if Stored in Room is in Sealed Containers</b>					
No <span style="border: 1px solid black; padding: 2px;">No</span>		N/A <span style="border: 1px solid black; padding: 2px;">N/A</span>					
<b>Mechanical Equipment Location</b>		<span style="border: 1px solid black; padding: 2px;">Bard like HVAC system in classroom</span>		<b>Mechanical Room Clean</b>			
				N/A <span style="border: 1px solid black; padding: 2px;">N/A</span>			
<b>Filters Installed Properly</b>		<b>Filters Clean</b>		<b>Inside of HVAC Unit Clean</b>			
Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>			
<b>Condensate Pan Clean</b>		<b>Cooling Coil Clean</b>					
Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>		Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>					
<b>Fresh Air Intake Location</b>		<span style="border: 1px solid black; padding: 2px;">Behind Bard unit/Exterior wall</span>		<b>Fresh Air Intake Free of Obstruction</b>			
				Yes <span style="border: 1px solid black; padding: 2px;">Yes</span>			
<b>Pollutant Sources Near Air Intake</b>		<span style="border: 1px solid black; padding: 2px;">No</span>					

### Observations

Elevated CO2 levels. North wall under the window was wet. Clean exterior wall and repair window seal. Throw rug needs to be cleaned. Remove return air grill and vacuum area. Remove cardboard boxes. Clean or replace ceiling tiles around the supply air grills. Open light fixtures by supply grills and clean the lens.

### Corrective Actions to be Completed by Site Based Staff

Thoroughly clean ALL surfaces	▼
Clean HVAC Return Grill	▼
Remove return grill and vacuum	▼
Remove cardboard boxes	▼
Clean large throw rug	▼
Clean ceilings around HVAC supply grills	▼
	▼
	▼
	▼

### Corrective Actions to be Completed by PPO

Repair HVAC to Reduce CO2 Levels	▼
Evaluate and repair cause of water damaged wall material	▼
Clean exterior wall and seal the window	▼
	▼
	▼
	▼
	▼