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

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August 18, 20	016 Signature on File	For Custodial Supervisor Use Only
TO:	Michelle Garcia, Principal Oakland Park Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manger Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On August 17, 2016, I conducted an assessment at **Oakland Park 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:smn Enc.

cc: Shelley Meloni, Director, Pre-Construction Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Broward Teachers Union Federation of Public Employees Gerald Devio, Supervisor II Custodial Benjamin Osborne, Supervisor II Custodial Rich Volpi, Supervisor II Custodial Mark Murray, Supervisor II Custodial Sam Bays, Director, Maintenance Operations Kurt Wirz, Area Manager Trades

IAQ Assessment	
Oakland Park Elementary Evaluation Date August 17, 2016	Time of Day 10:00 AM
Outdoor Conditions Temperature 85.6 Relative Humidity 81.1	Ambient CO2 402
FishTemperatureRangeRelative HumidityRangeCo40374.372 - 7848.630% - 60%469	
Noticeable OdorYesVisible water damage / staining?Visible microbial growth?	Amount of material affected
Ceiling 2' X 4' Lay in No No Walls Plaster No No Floor 12" x 12" Vinyl No No	
Ceiling CleanYesHVAC Supply Grills CleanYesWalls CleanYesInside of Supply Duct CleanYes	HVAC Return Grills Clean No Inside of Return Duct Clean Yes
Room SurfacesNoCeiling at Supply Grills CleanYes	
Trash RemovedNoExhaust Fans WorkingN/ASigns of PestsNoDrain Traps WetN/ARoom ClutteredNoFood if Stored in Room isN/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room
Mechanical Equipment Location FISH #411	Mechanical Room Clean No
Filters Installed ProperlyYesFilters CleanNoCondensate Pan CleanYesCooling Coil CleanYes	Inside of HVAC Unit Clean Yes
Fresh Air Intake Location Over top of exterior mechanical room door Pollutant Sources Near Air Intake No	Fresh Air Intake Free Yes
Observations Classroom has a dehumidifier. Cardboard box smell present in classroom due to the	Teacher unpacking. Remove

boxes once emptied. Wooden border around baseboard needs to be cleaned. Wooden shelves need to be cleaned. Return air grill needs to be removed and vacuumed. Large area rug needs to be cleaned / vacuumed. Filters need to be changed. Mechanical room needs to be cleaned - open return. Chilled water valve was replaced but not insulated.

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

Re-insulate chilled water valve	▼
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	IAQ Assess	ment		
Oakland Park	Elementary Evaluation Dat	te August 17, 2016	Time of Day 10:	00 AM
Outdoor Conditions Temper	ature 85.6 Relative	e Humidity 81.1	Ambient CO2 4	02
		Range CO % - 60% 436		ccupants 4
Noticeable Odor No	Visible water damage / staining? No	Visible microbial growth?	Amount of material affected	
Walls Drywall/Tackboard Floor 12" x 12" Vinyl	No No	No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	No	HVAC Return Grills Clean Inside of Return Duct Clean	No No
Room Surfaces Yes	Ceiling at Supply Grills Clean	Νο		
Trash Removed Yes	Exhaust Fans Working Drain Traps Wet	Yes	Unapproved Chemicals / Cleaners in Room	No
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH #915		Mechanical Room Clean	Yes
Filters Installed Properly Ye	s Filters Clean	Yes	Inside of HVAC Unit Clean	No
Condensate Pan Clean Yes	s Cooling Coil Clean	Yes		
Fresh Air Intake Location Pollutant Sources Near Air Intake	Over top of exterior mechanic	cal room door ▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				
Supply grills need to be wiped y supply grills need to be change				ound the

Corrective Actions to be Completed by Site Based Staff

Confective Actions to be completed by Site Based Stan		
Clean Supply Grills with Wexcide	▼	
Remove return grill and vacuum	▼	
Replace filters	▼	
	▼	
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	▼	
	▼	
	▼	

Corrective Actions to be Completed by PPO

Ceiling tile cuts needed around supply vents	▼
Clean return air ductwork	▼
Clean inside A/C unit	▼
	▼
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	▼
	▼
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	IAQ Assess	ment	
Oakland Park	Elementary Evaluation Date	te August 17, 2016	Time of Day 10:00 AM
Outdoor Conditions Tempera	ature 85.6 Relative	Humidity 81.1	Ambient CO2 402
		Range CO ² % - 60% 419	
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected
Ceiling2' X 4' Lay inWallsPlasterFloor12" x 12" Vinyl	Yes No No	No No No	6 tiles
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Νο	HVAC Return Grills Clean No
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean No
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No	
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners No
Mechanical Equipment Location	FISH #915		Mechanical Room Clean Yes
Filters Installed Properly	S Filters Clean	Yes	Inside of HVAC Unit Clean No
Condensate Pan Clean Yes	Cooling Coil Clean	Yes	
Fresh Air Intake Location Pollutant Sources Near Air Intake	Over top of exterior mechanic	cal room door ▼	Fresh Air Intake Free Yes
Observations			
Return grill needs to be remove fixtures need to be cleaned. Filt			

Corrective Actions to be Completed by Site Based Staff

Replace stained ceiling tile after repair	▼
Remove return grill and vacuum	▼
Replace filters	▼
Clean light fixtures	▼
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Corrective Actions to be Completed by PPO

Ceiling tile cuts needed around supply vents	▼
Clean return air ductwork	▼
Clean inside A/C unit	▼
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	IAQ Assessr	nent		
Oakland Park	Elementary Evaluation Dat	e August 17, 2016	Time of Day 10:	00 AM
Outdoor Conditions Tempera	ture 85.6 Relative	Humidity 81.1	Ambient CO2 4	02
		Range CC % - 60% 48		ccupants 4
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsDrywallFloor12" x 12" Vinyl	No No	No No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes Room Surfaces Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply	Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes
Clean	Grills Clean	Yes		
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location	Bard like HVAC system in clas	ssroom	Mechanical Room Clean	N/A
Filters Installed Properly Yes Condensate Pan Clean Yes	-	Yes	Inside of HVAC Unit Clean	No
Fresh Air Intake Location Pollutant Sources Near Air Intake	Behind Bard unit/Exterior wal	I ▼	Fresh Air Intake Free of Obstruction	Yes
Observations High humidity in classroom. Insid	de of the A/C unit needs to be	cleaned. Check / clea	n supply ductwork.	

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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Repair HVAC to Reduce Humidity Levels	▼
Clean inside A/C unit	▼
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