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

FACSIMILE: (754) 321-4285

**TELEPHONE (754) 321-4200** 

June 6, 2017	Signature on File	For Custodial Supervisor Use Only		
TO:	Davida Johnson, Principal Palm Cove Elementary	Custodial Issues Addressed  Custodial Issues Not Addressed		
FROM:	Alison Witoshynsky, Project Manager Environmental Health & Safety Department			
SUBJECT:	Indoor Air Quality (IAQ) Assessment			

On June 5, 2017, I conducted an assessment at **Palm Cove 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: 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
Mark Murray, Supervisor II Custodial
Sam Bays, Director, Maintenance Operations
Kurt Wirz, Area Manager Trades

## **IAQ Assessment**

Palm Cove Eleme	entary <b>Evalua</b>	tion Date June	e 5, 2017	Time of Day 11	:30 AM		
Outdoor Conditions Temperature	81.2 F	Relative Humidity	88.5	Ambient CO2	162		
Fish         Temperature         Range           705         69.3         72 - 78	Relative Humid 56.7	ity Range 30% - 60%	<b>CO</b> <sup>2</sup> 809	Range # C MAX 700 > Ambient	occupants 1		
Noticeable Odor	Visible water dama staining?	ige /	microbial wth?	Amount of material affected			
Ceiling 2' X 2' Lay in	Yes	N	No				
Walls Tack Board	No		No				
1451.254.4		_					
Floor Carpet	No	<u> </u>	No				
Ceiling Clean No Walls Clean Yes	HVAC Supp Grills Clean Inside of Su	No		HVAC Return Grills Clean Inside of Return	No No		
Flooring Clean Yes	Duct Clean	IVA		Duct Clean	N/A		
Room Surfaces No Clean	Ceiling at S Grills Clean						
Trash Removed Yes  Signs of Pests No	Exhaust Fans Wo			Unapproved Chemicals / Cleaners in Room	No		
Room Cluttered Yes	Food if Stored in Rein Sealed Container	oom is N/A		Air Fresheners in Room	No		
Mechanical Equipment Location FISH	l 707			Mechanical Room Clean	N/A		
Filters Installed Properly N/A	Filters (	Clean N/A		Inside of HVAC Unit Clean	N/A		
Condensate Pan Clean N/A Cooling Coil Clean N/A							
Pollutant Sources Near Air	f top		▼	Fresh Air Intake Free of Obstruction	N/A		
Intake Not	Accessible		▼				
Observations							
Reported leak from roof that could no previous weekend prior to our arrival. Three ceiling tiles were observed to b supply vents need to cleaned or repla	No leaking obser e stained on the ba	ved. Some debri ack side and need	s from repai I to be repla	rs remains in ceiling ple ced. All ceiling tiles suri	num		
Corrective Actions to be Completed by Site Based Staff  Corrective Actions to be Completed by PPO							
Clean dust from ceiling tiles or replace ▼ Evaluate HVAC coil for cleaning							
Ensure ceiling tiles are installed properly ▼							
Thoroughly clean horizontal surfaces ▼  Remove return grill and vacuum ▼							
Remove return grill and va Clean Supply & Return Grills wit	<del> </del>			▼			
Install proper size A/C file							
Tape and date HVAC filters		,					