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

TELEPHONE (754) 321-4200

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March 16, 20	17 Signature on File	For Custodial Supervisor Use Only
TO:	Robert Gibson, Principal Palmview Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manger Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On March 14, 2017, I conducted an assessment at **Palmview 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 Mark Murray, Supervisor II Custodial Sam Bays, Director, Maintenance Operations Kurt Wirz, Area Manager Trades

	IAQ Assessi	ment		
Palmview	Elementary Evaluation Dat	March 14, 2017	Time of Day 10:	45 AM
Outdoor Conditions Tempera	ture 73.3 Relative	Humidity 62.1	Ambient CO2 4	61
		Range CO ² % - 60% 769		ccupants 4
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 2' Lay inWallsDrywallFloor12" x 12" Vinyl	No No	No No		
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply	No Yes	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes
Room Surfaces Yes Clean	Grills Clean	No		
Trash RemovedYesSigns of PestsNo	Exhaust Fans Working Drain Traps Wet	N/A N/A	Unapproved Chemicals / Cleaners in Room	No
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	in Room	
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes	7	Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	No Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Ducted to roof-top No	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				
Open return AHU - remove items Wipe / clean small area in AHU u grid around supply grills. Dust e	nit. Wipe supply grills with we			

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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Install electric box cover	▼
Wipe / Clean inside AHU	▼
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	IAQ Assessr	nent		
Palmview	Elementary Evaluation Date	e March 14, 2017	Time of Day 10:	:45 AM
Outdoor Conditions Tempera	ature 73.3 Relative	Humidity 62.1	Ambient CO2 4	61
		Range CO % - 60% 805		ccupants 2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 2' Lay inWallsDrywallFloor12" x 12" Vinyl	No No No No	No No No		
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesNoCleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	No Yes
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes	-	Yes	Mechanical Room Clean Inside of HVAC Unit Clean	No Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Ducted to roof-top No	▼	Fresh Air Intake Free of Obstruction	Yes
Observations Open return AHU - remove items Wipe / clean small area in AHU u grid around supply grills. Dust	init. Wipe supply grills with wex	cide. Vacuum return	air grills. Clean ceiling tile	es and

Corrective Actions to be Completed by Site Based Staff

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; V	Clean ceilings around HVAC supply grills
•	Clean Supply Grills with Wexcide
•	Vacuum/wipe return grill
•	Remove items in Mech. Room
•	Minor dust on elevated surfaces
•	Remove cardboard boxes
•	Clean flowers / plants
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Corrective Actions to be Completed by PPO

Install electric box cover	▼
Wipe / Clean inside AHU	▼
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	IAQ Assessr	ment		
Palmview	Elementary Evaluation Dat	March 14, 2017	Time of Day 10:	45 AM
Outdoor Conditions Tempera	ature 73.3 Relative	Humidity 62.1	Ambient CO2 4	61
		Range CO % - 60% 749		ccupants 1
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 2' Lay inWallsDrywallFloor12" x 12" Vinyl	No No No	No No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	No	HVAC Return Grills Clean	No
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	No		
Trash Removed Yes Signs of Pests No	Exhaust Fans Working Drain Traps Wet	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH #104		Mechanical Room Clean	No
Filters Installed Properly Yes	5 Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location Pollutant Sources Near Air Intake	Ducted to roof-top No	▼ ▼	Fresh Air Intake Free of Obstruction	Yes
Observations				
Open return AHU - remove item: Wipe / clean small area in AHU u grid around supply grills.			•	,

Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be Completed by PPO

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▼	Wipe / Clean inside AHU
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