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

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December 6,	2016 Signature on File	For Custodial Supervisor Use Only
TO:	Katie Policastro, Principal Park Springs Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manger Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On December 5, 2016, I conducted an assessment at **Park Springs 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 Assessr	nent		
Park Springs Elen	nentary Evaluation Dat	e December 5, 2016	6 Time of Day 11:	:00 AM
Outdoor Conditions Temperature	83.5 Relative	Humidity 66.8	Ambient CO2 3	96
Fish Temperature Range 131 71.0 72 - 78		Range CC % - 60% 111		ccupants 10
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 No		
Ceiling Clean	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean		HVAC Return Grills Clean Inside of Return Duct Clean	
Trash Removed Signs of Pests Room Cluttered	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers		Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	
Mechanical Equipment Location	Filters Clean Cooling Coil Clean		Mechanical Room Clean Inside of HVAC Unit Clean	
Fresh Air Intake Location		▼	Fresh Air Intake Free of Obstruction	
Observations Follow up to previous assessment. H	lumidity level was good. W	aiting on Maintenand	ce to complete the repairs.	

Corrective Actions to be Completed by Site Based Staff

1 2	
Vacuum/wipe return grill	▼
Replace filters	▼
Replace stained ceiling tile after repair	▼
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	▼
	▼
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Corrective Actions to be Completed by PPO

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	IAQ Assess	nent		
Park Springs E	Elementary Evaluation Dat	December 5, 2016	Time of Day 11:	00 AM
Outdoor Conditions Temperat	ure 83.5 Relative	Humidity 66.8	Ambient CO2 3	96
Fish Temperature Ran 137 72.7 72 -		Range CO % - 60% 820		2
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in Walls Drywall	No	No		
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean Inside of Supply	Yes	HVAC Return Grills Clean Inside of Return	No
Flooring Clean Yes	Duct Clean	Yes	Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No	Drain Traps Wet	N/A		
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	Above Ceiling		Mechanical Room Clean	N/A
Filters Installed Properly Yes	Filters Clean	Νο	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location	Ducted to roof-top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο	▼	or obstruction	
Observations				
High humidity in classroom. Fres	h air damper recently repaired	I. Return grills need to	o be cleaned.	

Corrective Actions to be Completed by Site Based Staff

Vacuum/wipe return grill	▼
	▼
	▼
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	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to Reduce Humidity Levels	▼
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	▼
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	▼
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