

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

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

**FACSIMILE: (754) 321-4285**

October 3, 2017

Signature on File

TO: April Schentrup, Principal  
**Pembroke Pines Elementary**

FROM: Alison Witoszynsky, Project Manager  
Environmental Health & Safety Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

**For Custodial Supervisor Use Only**

☐ Custodial Issues Addressed

☐ Custodial Issues Not Addressed

On October 2, 2017, I conducted an assessment at **Pembroke Pines Elementary**. 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: 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

# Multiple Room IAQ Assessment

Pembroke Pines Elem. School

Evaluation Date

Time of Day

Outdoor Conditions      Temperature

Relative Humidity

Ambient CO2

## Fish # of rooms assessed

Temperature Range in the Rooms Assessed was Between

And

Acceptable  
Range

Relative Humidity Range in the Rooms Assessed was Between

And

Acceptable  
Range

Co<sup>2</sup> Range in the Rooms Assessed was between

And

Acceptable  
Range

Noticeable Odor

Visible water damage /  
staining?

Visible microbial  
growth?

Amount of  
material affected

Ceiling

Walls

Floor

Ceiling Clean

HVAC Supply  
Grills Clean

HVAC Return  
Grills Clean

Walls Clean

Inside of Supply  
Duct Clean

Inside of Return  
Duct Clean

Flooring Clean

Ceiling at Supply  
Grills Clean

Room Surfaces  
Clean

Trash Removed

Exhaust Fans Working

Unapproved Chemicals /  
Cleaners in Room

Signs of Pests

Drain Traps Wet

Air Fresheners  
in Room

Room Cluttered

Food if Stored in Room is  
in Sealed Containers

Rooms generally clean. There is some dust in the ceiling grid and/or at the lights. The exhaust fans in the bathrooms are dusty and some wall damage (peeling paint and spotty growth) around the grills. Dust observed behind the return grill in the plenum. Stained ceiling (dust) near supply grill.

# Multiple Room IAQ Assessment

Pembroke Pines Elem. School

Evaluation Date

Time of Day

Outdoor Conditions      Temperature       Relative Humidity       Ambient CO2

## HVAC System

Mechanical Equipment Location       Mechanical Room Clean   
Filters Installed Properly       Filters Clean       Inside of HVAC Unit Clean   
Condensate Pan Clean       Cooling Coil Clean       N/A in this section = Not Accessible

Fresh Air Intake Location  ▼      Fresh Air Intake Free of Obstruction   
Pollutant Sources Near Air Intake  ▼

Roof has many puddles of water. The corner of the building (roof) has water loving grass growing. Ducts on the roof need to be checked for leaks/gaps. 2" filters present in HVAC; were changed before the beginning of the school year. Need to be changed.

## Observations

AP reports that this group of rooms have been dealing with high humidity since before the start of school. FISH 147 was so moist that the floor was moist/wet.

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

Clean dust from ceilings	▼
Encourage occupant to reduce clutter	▼
Clean Exhaust grills/ceilings in Restrooms	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

### Corrective Actions to be Completed by PPO

Evaluate/Repair HVAC dampers & exhaust	▼
interlocks	▼
Evaluate fresh air damper controls at HVAC	▼
Evaluate and repair exhaust fans	▼
Evaluate and repair HVAC system as needed	▼
Repair HVAC to Reduce Humidity Levels	▼
Repair HVAC to Reduce CO2 Levels	▼
Remove return grill and vacuum	▼
Evaluate And Repair Cause Of Damaged	▼
Ceiling Material In Restroom	▼
Repair/repaint Ceiling As Needed	▼
	▼
	▼