

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

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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October 24, 2016

Signature on File

TO: Jo-Anne Seltzer, Principal  
**Riverglades Elementary**

FROM: Daniel Meyer, Project Manger  
Environmental Health & Safety Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed
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On October 14, 2016, I conducted an assessment at **Riverglades 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

Riverglades Elementary

Evaluation Date October 14, 2016

Time of Day 11:00 AM

Outdoor Conditions    Temperature 83.1    Relative Humidity 61.6    Ambient CO2 406

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
<span style="border: 1px solid black; padding: 2px;">313</span>	<span style="border: 1px solid black; padding: 2px;">69.5</span>	<span style="border: 1px solid black; padding: 2px;">72 - 78</span>	<span style="border: 1px solid black; padding: 2px;">65.5</span>	<span style="border: 1px solid black; padding: 2px;">30% - 60%</span>	<span style="border: 1px solid black; padding: 2px;">1224</span>	<span style="border: 1px solid black; padding: 2px;">MAX 700 &gt; Ambient</span>	<span style="border: 1px solid black; padding: 2px;">28</span>
Noticeable Odor		<span style="border: 1px solid black; padding: 2px;">No</span>	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	<span style="border: 1px solid black; padding: 2px;">2' X 4' Lay in</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;"></span>
Walls	<span style="border: 1px solid black; padding: 2px;">Plaster</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;"></span>
Floor	<span style="border: 1px solid black; padding: 2px;">12" x 12" Vinyl</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;"></span>
Ceiling Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>	HVAC Supply Grills Clean		<span style="border: 1px solid black; padding: 2px;">No</span>	HVAC Return Grills Clean		<span style="border: 1px solid black; padding: 2px;">No</span>
Walls Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Inside of Supply Duct Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>	Inside of Return Duct Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>
Flooring Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Ceiling at Supply Grills Clean		<span style="border: 1px solid black; padding: 2px;">No</span>			
Room Surfaces Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>						
Trash Removed	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Exhaust Fans Working		<span style="border: 1px solid black; padding: 2px;">Yes</span>	Unapproved Chemicals / Cleaners in Room		<span style="border: 1px solid black; padding: 2px;">No</span>
Signs of Pests	<span style="border: 1px solid black; padding: 2px;">No</span>	Drain Traps Wet		<span style="border: 1px solid black; padding: 2px;">Yes</span>	Air Fresheners in Room		<span style="border: 1px solid black; padding: 2px;">No</span>
Room Cluttered	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Food if Stored in Room is in Sealed Containers		<span style="border: 1px solid black; padding: 2px;">N/A</span>			
Mechanical Equipment Location	<span style="border: 1px solid black; padding: 2px;">FISH</span>					Mechanical Room Clean	<span style="border: 1px solid black; padding: 2px;"></span>
Filters Installed Properly	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Filters Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>	Inside of HVAC Unit Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>
Condensate Pan Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Cooling Coil Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>			
Fresh Air Intake Location	<span style="border: 1px solid black; padding: 2px;">Ducted to roof-top</span> ▼					Fresh Air Intake Free of Obstruction	<span style="border: 1px solid black; padding: 2px;">Yes</span>
Pollutant Sources Near Air Intake	<span style="border: 1px solid black; padding: 2px;">No</span> ▼						

**Observations**

313A - Discard old cardboard boxes stored on top of shelves. Replace ceiling tiles

313B - Kiln Room - Microbial growth on the walls needs to be cleaned up. Back draft damper needs to be checked.

313 - Ceiling tiles need to be replaced. Bowed due to high humidity

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

Discard old cardboard from 313A	▼
Remove wood from 313B - discard	▼
Clean Supply Grills with Wexcide	▼
Vacuum/wipe return grill	▼
	▼
	▼
	▼
	▼

**Corrective Actions to be Completed by PPO**

Repair HVAC to Reduce Humidity Levels	▼
Repair HVAC to reduce CO2 level in classroom	▼
Replace ceiling tiles in classroom - cuts needed	▼
Check back-draft dampers for exhaust fans	▼
	▼
	▼
	▼
	▼