

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

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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May 11, 2016

Signature on File

TO: Ducarmel Augustin, Principal  
**Royal Palm 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
<hr/>	
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On May 10, 2016, I conducted an assessment at **Royal Palm Elementary School- Stem Magnet**. (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

Royal Palm Elementary

Evaluation Date May 10, 2016

Time of Day 10:45 AM

Outdoor Conditions    Temperature 85.8    Relative Humidity 41.5    Ambient CO2 396

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
304	74.6	72 - 78	61.9	30% - 60%	1338	MAX 700 > Ambient	5
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
<input type="checkbox"/> Yes		<input type="checkbox"/> No		<input type="checkbox"/> No		<input type="text"/>	
Ceiling	<input style="width: 100%;" type="text" value="2' X 4' Lay in"/>		<input type="checkbox"/> No	<input type="checkbox"/> No		<input style="width: 100%;" type="text" value="Under window / South wall"/>	
Walls	<input style="width: 100%;" type="text" value="Plaster"/>		<input type="checkbox"/> Yes	<input type="checkbox"/> Yes			
Floor	<input 12"="" style="width: 100%;" type="text" value="12" vinyl"="" x=""/>		<input type="checkbox"/> No	<input type="checkbox"/> No			
Ceiling Clean	<input type="checkbox"/> Yes	HVAC Supply Grills Clean	<input type="checkbox"/> No	HVAC Return Grills Clean	<input type="checkbox"/> Yes		
Walls Clean	<input type="checkbox"/> Yes	Inside of Supply Duct Clean	<input type="checkbox"/> Yes	Inside of Return Duct Clean	<input type="checkbox"/> No		
Flooring Clean	<input type="checkbox"/> Yes	Ceiling at Supply Grills Clean	<input type="checkbox"/> No				
Room Surfaces Clean	<input type="checkbox"/> Yes						
Trash Removed	<input type="checkbox"/> Yes	Exhaust Fans Working	<input type="checkbox"/> Yes	Unapproved Chemicals / Cleaners in Room		<input type="checkbox"/> No	
Signs of Pests	<input type="checkbox"/> No	Drain Traps Wet	<input type="checkbox"/> Yes	Air Fresheners in Room		<input type="checkbox"/> No	
Room Cluttered	<input type="checkbox"/> No	Food if Stored in Room is in Sealed Containers	<input type="checkbox"/> N/A				
Mechanical Equipment Location	<input style="width: 100%;" type="text" value="FISH #308"/>			Mechanical Room Clean	<input type="checkbox"/> No		
Filters Installed Properly	<input type="checkbox"/> Yes	Filters Clean	<input type="checkbox"/> Yes	Inside of HVAC Unit Clean		<input type="checkbox"/> Yes	
Condensate Pan Clean	<input type="checkbox"/> Yes	Cooling Coil Clean	<input type="checkbox"/> Yes				
Fresh Air Intake Location	<input style="width: 100%;" type="text" value="Thru exterior wall"/>			Fresh Air Intake Free of Obstruction	<input type="checkbox"/> Yes		
Pollutant Sources Near Air Intake	<input style="width: 100%;" type="text" value="No"/>						

**Observations**

Previous roof leak was repaired. Plaster was recently repaired by Maintenance. Spotty growth on South wall behind posters. High humidity and CO2 level in classroom. Wall and supply grills need to be wiped with wexcide. Ceiling tiles around supply grills need to be replaced. Return ductwork needs to be cleaned. Mechanical room floor needs to be cleaned (open return).

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

Wipe South wall in classroom with wexcide	▼
Clean Supply grills	▼
Clean Mechanical room floor	▼
	▼
	▼
	▼
	▼
	▼

**Corrective Actions to be Completed by PPO**

Repair HVAC to Reduce Humidity Levels	▼
Repair HVAC to reduce CO2 level in classroom	▼
Clean return air ductwork	▼
Ceiling tile cuts needed around supply vents	▼
	▼
	▼
	▼
	▼