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

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April 1, 2016	Signature on File	For Custodial Supervisor Use Only
TO:	Riquelme Rodriguez, Principal Sea Castle Elementary	Custodial Issues Addressed
FROM:	Robert Krickovich, Coordinator, LEA Environmental Health & Safety Department	Custodial Issues Not Addressed
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On March 31, 2016, Edward See conducted an assessment at **Sea Castle 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.

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

RK:smn Enc.

IAQ Assessment							
Sea Castle	Elementary Evaluation Dat	te March 31, 2016	Time of Day 9:3	7 AM			
Outdoor Conditions Tempera	ature 77.4 Relative	e Humidity 97.0	Ambient CO2 48	37			
		Range CO ² % - 60% 1448		cupants 3			
Noticeable Odor Yes	Visible water damage / staining?	Visible microbial growth?	Amount of material affected				
Ceiling 2' X 4' Lay in	No	No					
Walls Drywall	No	No					
Floor 12" x 12" Vinyl	 No	No					
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	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	Yes					
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No			
Signs of Pests No	Drain Traps Wet	Yes	Air Frechenere				
Room Cluttered No	Food if Stored in Room is in Sealed Containers	Yes	Air Fresheners in Room	No			
Mechanical Equipment Location	Above ceiling		Mechanical Room Clean	N/A			
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	N/A			
Condensate Pan Clean Yes	Cooling Coil Clean	N/A					
Fresh Air Intake Location	Roof top	▼	Fresh Air Intake Free of Obstruction				
Pollutant Sources Near Air Intake	None	V					
Observations							
Musty odor.							

Corrective Actions to be Completed by Site Based Staff

Clean HVAC return grills with Wexcide	▼
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	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Repair HVAC to reduce Humidity levels	▼
	▼
	▼
	▼
	▼
	▼
	▼
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