

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

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March 20, 2017

Signature on File

TO: Riquelme Antonio Rodriguez, Principal
Sea Castle Elementary

FROM: Alison Witoszynsky, Project Manager
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/>	
<hr/>	

On March 16, 2017, I 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.

AW:smn
Enc.

- cc: Sam Bays, Director, Maintenance Operations
- Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division
- Gerald Devio, Supervisor II Custodial
- Benjamin Osborne, Supervisor II Custodial
- Shelley Meloni, Director, Pre-Construction
- Mark Murray, Supervisor II Custodial
- Kurt Wirz, Area Manager Trades
- Broward Teachers Union
- Federation of Public Employees

IAQ Assessment

Sea Castle Elementary

Evaluation Date

Time of Day

Outdoor Conditions Temperature

Relative Humidity

Ambient CO2

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
<input type="text" value="101"/>	<input type="text" value="72.7"/>	<input type="text" value="72 - 78"/>	<input type="text" value="41.2"/>	<input type="text" value="30% - 60%"/>	<input type="text" value="705"/>	<input type="text" value="MAX 700 > Ambient"/>	<input type="text" value="1"/>	
Noticeable Odor		<input type="text" value="No"/>	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	<input type="text" value="2' X 4' Lay in"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text"/>	
Walls	<input type="text" value="Drywall/Tackboard"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text"/>	
Floor	<input type="text" value="Carpet"/>		<input type="text" value="No"/>		<input type="text" value="No"/>		<input type="text"/>	
Ceiling Clean	<input type="text" value="Yes"/>	HVAC Supply Grills Clean		<input type="text" value="Yes"/>	HVAC Return Grills Clean		<input type="text" value="Yes"/>	
Walls Clean	<input type="text" value="No"/>	Inside of Supply Duct Clean		<input type="text" value="Yes"/>	Inside of Return Duct Clean		<input type="text" value="No"/>	
Flooring Clean	<input type="text" value="No"/>	Ceiling at Supply Grills Clean		<input type="text" value="No"/>				
Room Surfaces Clean	<input type="text" value="Yes"/>	Exhaust Fans Working		<input type="text" value="N/A"/>	Unapproved Chemicals / Cleaners in Room		<input type="text" value="No"/>	
Trash Removed	<input type="text" value="Yes"/>	Drain Traps Wet		<input type="text" value="N/A"/>	Air Fresheners in Room		<input type="text" value="No"/>	
Signs of Pests	<input type="text" value="No"/>	Food if Stored in Room is in Sealed Containers		<input type="text" value="Yes"/>				
Room Cluttered	<input type="text" value="Yes"/>	Mechanical Equipment Location		<input type="text" value="FISH 124"/>			Mechanical Room Clean	<input type="text" value="Yes"/>
Filters Installed Properly	<input type="text" value="Yes"/>	Filters Clean		<input type="text" value="Yes"/>	Inside of HVAC Unit Clean		<input type="text" value="Yes"/>	
Condensate Pan Clean	<input type="text" value="Yes"/>	Cooling Coil Clean		<input type="text" value="Yes"/>				
Fresh Air Intake Location	<input type="text" value="Roof top"/>			<input type="text" value="▼"/>	Fresh Air Intake Free of Obstruction		<input type="text" value="N/A"/>	
Pollutant Sources Near Air Intake	<input type="text" value="Not readily accessible"/>			<input type="text" value="▼"/>				

Observations

FISH 101 is Principal's office. Other areas of the adjacent offices have carpet with stains throughout main walkway areas. Walls of FISH 101 are dusty, need wipe down. Ceiling panels around two (2) supply grills in office need cleaning or replace with cuts.

Corrective Actions to be Completed by Site Based Staff

Clean dust from ceiling tiles or replace	▼
Clean dust from wall surfaces	▼
Thoroughly clean horizontal surfaces	▼
Encourage occupant to reduce clutter	▼
Date the filters properly	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Replace carpet with vinyl tile (FISH 101)	▼
Evaluate carpet for replacement (Hallway-Office)	▼
Ceiling tile cuts needed around supply vents	▼
Clean/vacuum HVAC return drop	▼
	▼
	▼
	▼

IAQ Assessment

Sea Castle Elementary

Evaluation Date March 16, 2017

Time of Day 12:30

Outdoor Conditions Temperature 77.0 Relative Humidity 34.8 Ambient CO2 442

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
132	71.5	72 - 78	52.4	30% - 60%	756	MAX 700 > Ambient	0	
Noticeable Odor		<input type="checkbox"/> Yes	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' X 4' Lay in		No		No			
Walls	Drywall/Tackboard		No		No			
Floor	12" x 12" Vinyl		No		No			
Ceiling Clean	No		HVAC Supply Grills Clean	Yes		HVAC Return Grills Clean	Yes	
Walls Clean	Yes		Inside of Supply Duct Clean	Yes		Inside of Return Duct Clean	Yes	
Flooring Clean	No		Ceiling at Supply Grills Clean	No				
Room Surfaces Clean	No							
Trash Removed	Yes		Exhaust Fans Working	N/A		Unapproved Chemicals / Cleaners in Room	No	
Signs of Pests	No		Drain Traps Wet	Yes		Air Fresheners in Room	No	
Room Cluttered	Yes		Food if Stored in Room is in Sealed Containers	No				
Mechanical Equipment Location	FISH 124					Mechanical Room Clean	Yes	
Filters Installed Properly	Yes		Filters Clean	Yes		Inside of HVAC Unit Clean	Yes	
Condensate Pan Clean	Yes		Cooling Coil Clean	Yes				
Fresh Air Intake Location	Roof top ▼					Fresh Air Intake Free of Obstruction	N/A	
Pollutant Sources Near Air Intake	Not readily accessible ▼							

Observations

Musty odor present upon entry. No immediately visible mold/water damage. All accessible materials are dry. Cabinetry near/around the sink is musty upon opening drawers/doors. Cardboard boxes present throughout. Dust present on horizontal surfaces, on ceiling grid, on top of lights.

Corrective Actions to be Completed by Site Based Staff

Clean dust and debris from lights, ceiling grid,	▼
tiles or replace	▼
Thoroughly clean horizontal surfaces, books	▼
Remove cardboard, store items in plastic	▼
containers with lids	▼
Remove area rug/carpet, clean and sanitize flooring	▼
Remove and replace A/C Filters @ Return in Room	▼
Date the filters properly	▼

Corrective Actions to be Completed by PPO

Remove and replace sink cabinetry as needed	▼
Evaluate and repair HVAC system as needed	▼
Set Temperature to 72 - 78 degrees	▼
Repair HVAC to Reduce Humidity Levels	▼
	▼
	▼
	▼
	▼