

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

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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October 3, 2017

Signature on File

TO: Rick Rodriguez, Principal  
Sea Castle Elementary

FROM: Alison Witoshynsky, 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
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On September 26, 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
- 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

# IAQ Assessment

Sea Castle Elementary

Evaluation Date September 26, 2017

Time of Day 2:10 PM

Outdoor Conditions    Temperature 95.4    Relative Humidity 58.1    Ambient CO2 472

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
862	74.6	72 - 78	51.0	30% - 60%	1882	MAX 700 > Ambient	1
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		Yes		No		1 CT above window	
2' X 4' Lay in		No		No			
Drywall		No		No			
12" x 12" Vinyl		No		No			

Ceiling Clean	<input type="checkbox"/> No	HVAC Supply Grills Clean	<input type="checkbox"/> Yes	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"/> No				

Trash Removed	<input type="checkbox"/> Yes	Exhaust Fans Working	<input type="checkbox"/> N/A	Unapproved Chemicals / Cleaners in Room	<input type="checkbox"/> No
Signs of Pests	<input type="checkbox"/> No	Drain Traps Wet	<input type="checkbox"/> N/A	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	Bard like HVAC system in classroom	Mechanical Room Clean	<input type="checkbox"/> N/A
Filters Installed Properly	<input type="checkbox"/> Yes	Filters Clean	<input type="checkbox"/> Yes
Condensate Pan Clean	<input type="checkbox"/> N/A	Cooling Coil Clean	<input type="checkbox"/> No
		Inside of HVAC Unit Clean	<input type="checkbox"/> No

Fresh Air Intake Location	Thru exterior wall	Fresh Air Intake Free of Obstruction	<input type="checkbox"/> Yes
Pollutant Sources Near Air Intake	No		

**Observations**

**Window leaking. Crack above window frame; water staining on top and left side of window. Drywall dry. No signs of water damage above ceiling or above window.**

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

Thoroughly dust/clean horizontal surfaces	▼
	▼
	▼
	▼
	▼
	▼
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	▼
	▼

**Corrective Actions to be Completed by PPO**

Evaluate and repair HVAC system as needed	▼
Repair HVAC to Reduce CO2 Levels	▼
Clean inside HVAC and evaluation coil for cleaning	▼
Remove and replace stained ceiling tiles	▼
Install new ceiling tile upon repair, cuts needed	▼
Evaluate and repair cause of water damaged wall material / seal window from outside	▼
Remove and replace wall material as needed	▼