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

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February 27,	2017 Signature on File	For Custodial Supervisor Use Only
TO:	Tamara Zaslow, Principal Stirling Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Alison Witoshynsky, Project Manager Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On February 24, 2017, I conducted an assessment at **Stirling 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: 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 Mark Murray, Supervisor II Custodial Sam Bays, Director, Maintenance Operations Kurt Wirz, Area Manager Trades

	IAQ Assessr	nent			
Stirling	g Elementary Evaluation Date	e February 24, 2017	Time of Day	130	
Outdoor Conditions Temper	rature 72.6 Relative	Humidity 88.4	Ambient CO2 4	52	
		Range CO ² % - 60% 436	Range # Oo MAX 700 > Ambient	ccupants 0	
Noticeable OdorNoCeiling2' X 4' Lay inWallsPlaster/Tack Board	Visible water damage / staining? No No	Visible microbial growth? No No	Amount of material affected		
Floor 12" x 12" Vinyl	No	No			
Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesNoCleanYes	HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean	No Yes No	HVAC Return Grills Clean Inside of Return Duct Clean	No No	
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes Yes N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No	
Mechanical Equipment Location Filters Installed Properly Ye Condensate Pan Clean Ye	s Filters Clean	Yes I	Mechanical Room Clean nside of HVAC Unit Clean	Yes Yes	
Fresh Air Intake Location Pollutant Sources Near Air Intake	Over top of exterior mechanic	al room door ▼ ▼	Fresh Air Intake Free of Obstruction	Yes	
Observations					
School staff report the room has a "funny" odor. School staff report that the room is not used often, only as a staff conference room as needed. Observed odor to likely emanate from tackboard walls. A strong cologne odor was observed inside the mechanical room. Filters were not dated, but appear to need to be changed.					

Corrective Actions to be Completed by Site Based Staff

▼	Floor needs sweep/vacuum in tight spots
▼	Thoroughly clean elevated surfaces
▼	Remove return grill and vacuum
▼	Clean HVAC Return/Supply Grill with Wexcide
▼	Clean dust from ceiling tiles/grid
▼	Change and date the filters properly
•	Install proper size A/C filters

Corrective Actions to be Completed by PPO

• •	
Evaluate HVAC coil for cleaning	▼
	▼
	▼
	▼
	▼
	▼
	▼
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