

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

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August 14, 2017

Signature on File

TO: Marc Charpentier, Principal
Sunset Lakes 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 August 9, 2017, I conducted an assessment at **Sunset Lakes 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

Sunset Lakes Elementary

Evaluation Date August 9, 2017

Time of Day 11:05

Outdoor Conditions Temperature 90.8 Relative Humidity 68.2 Ambient CO2 467

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
101A	70.9	72 - 78	51.6	30% - 60%	1396	MAX 700 > Ambient	~4	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' X 4' Lay in		No		No			
Walls	Drywall		No		No			
Floor	Carpet		Yes		No		staining-high traffic areas	
Ceiling Clean		Yes	HVAC Supply Grills Clean		Yes	HVAC Return Grills Clean		No
Walls Clean		Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		No
Flooring Clean		No	Ceiling at Supply Grills Clean		Yes			
Room Surfaces Clean		Yes						
Trash Removed		Yes	Exhaust Fans Working		N/A	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests		No	Drain Traps Wet		N/A	Air Fresheners in Room		No
Room Cluttered		Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location			FISH 101M			Mechanical Room Clean		Yes
Filters Installed Properly		Yes	Filters Clean		No	Inside of HVAC Unit Clean		No
Condensate Pan Clean		Yes	Cooling Coil Clean		Yes			
Fresh Air Intake Location			Thru exterior wall ▼			Fresh Air Intake Free of Obstruction		Yes
Pollutant Sources Near Air Intake			No ▼					

Observations

Front Office, behind reception desk (101A) and adjacent offices also carpeted in this area. Occupants complain of allergy symptoms. Carpet is reportedly original and previous WO called in for for safety issue with carpet (JW31751). Carpet shows signs of staining in high traffic areas and around desks, HFSP reports that stains do not go away after cleaning. Relative humidity and CO2 level slightly elevated, need to check dampers at returns/fresh air.

Corrective Actions to be Completed by Site Based Staff

Clean dust from wall surfaces	▼
Remove & Clean HVAC Return Grill with Wexcide	▼
Remove cardboard boxes	▼
Remove stuffed animals from room which can be source of dust allergens	▼
Thoroughly clean horizontal surfaces	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees	▼
Clean entire HVAC system - unit and drops	▼
Clean HVAC return grills and drops	▼
Evaluate/Repair HVAC fresh air & return dampers	▼
Evaluate carpet for replacement with vinyl tile throughout Front Office Area (101A-Y, as needed)	▼
	▼
	▼

IAQ Assessment

Sunset Lakes Elementary

Evaluation Date August 9, 2017

Time of Day 11:05

Outdoor Conditions Temperature 90.8 Relative Humidity 68.2 Ambient CO2 467

Fish	Temperature	Range	Relative Humidity	Range	CO ²	Range	# Occupants	
103	68.3	72 - 78	61.5	30% - 60%	1037	MAX 700 > Ambient	~4	
Noticeable Odor		No	Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling	2' X 4' Lay in		No		No			
Walls	Drywall		No		No			
Floor	Carpet		Yes		No		stained in high traffic areas	
Ceiling Clean		Yes	HVAC Supply Grills Clean		Yes	HVAC Return Grills Clean		No
Walls Clean		Yes	Inside of Supply Duct Clean		Yes	Inside of Return Duct Clean		No
Flooring Clean		No	Ceiling at Supply Grills Clean		Yes			
Room Surfaces Clean		Yes						
Trash Removed		Yes	Exhaust Fans Working		N/A	Unapproved Chemicals / Cleaners in Room		No
Signs of Pests		No	Drain Traps Wet		N/A	Air Fresheners in Room		No
Room Cluttered		Yes	Food if Stored in Room is in Sealed Containers		N/A			
Mechanical Equipment Location			FISH 101M / 141			Mechanical Room Clean		Yes
Filters Installed Properly		Yes	Filters Clean		No	Inside of HVAC Unit Clean		No
Condensate Pan Clean		Yes	Cooling Coil Clean		Yes			
Fresh Air Intake Location			Thru exterior wall ▼			Fresh Air Intake Free of Obstruction		Yes
Pollutant Sources Near Air Intake			No ▼					

Observations

Media Center. Light dust layer on book shelves and tops of books. Walls have light dust layer, supply vent directed on wall. Cardboard boxes with new books stored in room. Dust/Debris in tight corners, behind computer desks. Dust on return grill, access from back side; also observed on interior at duct connection. Carpet shows signs of staining in high traffic areas and around desks, HFSP reports that stains do not go away after cleaning.

Corrective Actions to be Completed by Site Based Staff

Clean dust from wall surfaces	▼
Remove cardboard boxes	▼
Remove stuffed animals from room which can be source of dust allergens	▼
Thoroughly clean horizontal surfaces including books and shelving	▼
Floor needs sweep/vacuum in tight spots	▼
	▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees	▼
Repair HVAC to Reduce Humidity Levels	▼
Evaluate & Clean HVAC interior	▼
Clean backside of HVAC return grills and drops	▼
Evaluate/Repair HVAC fresh air & return dampers	▼
Evaluate carpet for replacement	▼
	▼
	▼