

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

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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October 10, 2017

Signature on File

TO: Michael Breslaw, Principal  
**Tradewinds Elementary**

FROM: Daniel Meyer, Project Manger  
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 October 9, 2017, I conducted an assessment at **Tradewinds 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.

DM: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

# Multiple Room IAQ Assessment

Tradewinds Elem. School

Evaluation Date

Time of Day

Outdoor Conditions    Temperature

Relative Humidity

Ambient CO2

## Fish # of rooms assessed

Temperature Range in the Rooms Assessed was Between  And  Acceptable Range

Relative Humidity Range in the Rooms Assessed was Between  And  Acceptable Range

Co<sup>2</sup> Range in the Rooms Assessed was between  And  Acceptable Range

Noticeable Odor	Visible water damage / staining?	Visible microbial growth?	Amount of material affected
<input type="text" value="No"/>			
Ceiling <input type="text" value="2' X 4' Lay in"/>	<input type="text" value="Yes"/>	<input type="text" value="Yes"/>	<input type="text" value="&gt;50 tile"/>
Walls <input type="text" value="Drywall"/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>
Floor <input 12"="" type="text" value="12" vinyl"="" x=""/>	<input type="text" value="No"/>	<input type="text" value="No"/>	<input type="text"/>

A/C system running on one compressor FISH #116, 118, 120, 123. That area has high temps and high humidity levels.

Elevated CO2 levels in FISH #114, 115, 117, 119. Outside air damper needs to be checked.

**ALL CLASSROOMS HAVE WATER STAINED CEILING TILES**

Ceiling Clean <input type="text" value="Yes"/>	HVAC Supply Grills Clean <input type="text" value="No"/>	HVAC Return Grills Clean <input type="text" value="No"/>
Walls Clean <input type="text" value="Yes"/>	Inside of Supply Duct Clean <input type="text" value="Yes"/>	Inside of Return Duct Clean <input type="text" value="Yes"/>
Flooring Clean <input type="text" value="Yes"/>	Ceiling at Supply Grills Clean <input type="text" value="No"/>	
Room Surfaces Clean <input type="text" value="No"/>		

Trash Removed <input type="text" value="Yes"/>	Exhaust Fans Working <input type="text" value="Yes"/>	Unapproved Chemicals / Cleaners in Room <input type="text" value="No"/>
Signs of Pests <input type="text" value="No"/>	Drain Traps Wet <input type="text" value="Yes"/>	Air Fresheners in Room <input type="text" value="No"/>
Room Cluttered <input type="text" value="No"/>	Food if Stored in Room is in Sealed Containers <input type="text" value="N/A"/>	

Supply and return grills need to be cleaned. Ceiling tiles around the supply grills need to be cleaned. FISH #127 - Needs to be cleaned thoroughly. Classroom is dusty on elevated surfaces.

# Multiple Room IAQ Assessment

Tradewinds Elem. School

Evaluation Date October 9, 2017

Time of Day 10:00 AM

Outdoor Conditions    Temperature 85.1    Relative Humidity 78.8    Ambient CO2 435

## HVAC System

Mechanical Equipment Location FISH #193, 195, 196    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    N/A in this section = Not Accessible

Fresh Air Intake Location Exterior Wall ▼    Fresh Air Intake Free of Obstruction Yes  
 Pollutant Sources Near Air Intake No ▼

## Observations

IAQ Concerns caused by numerous roof leaks and A/C system working at 50% capacity.  
 Work-orders called in from School to address both concerns.  
 Ceiling tiles need to be replaced - ASAP  
 Supply and Return grills need to be cleaned.  
 Ceiling tiles around the supply grills need to be cleaned / dusted  
 Check outside air damper in Fish #195

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

Replace Ceiling tiles	▼
Clean Supply and Return grills	▼
Clean ceiling around the supply grills	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

### Corrective Actions to be Completed by PPO

Repair HVAC to Reduce Humidity Levels	▼
Repair ROOF LEAKS	▼
FISH #195 - Check outside air damper	▼
	▼
	▼
	▼
	▼
	▼
	▼
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	▼
	▼
	▼
	▼
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