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

FACSIMILE: (754) 321-4285

TELEPHONE (754) 321-4200

March 20, 2	Signature on File	For Custodial Supervisor Use Only
TO:	Michael Breslaw, Principal Tradewinds Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manger Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On March 16, 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: 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

Six water stained ceiling tiles Water stained light fixtures. Both supply and return grills need to be cleaned. Inside the return duct needs to be cleaned.

Corrective Actions to be Completed by Site Based Staff

Corrective Actions to be completed by Site Dased C	tan
Replace stained ceiling tile after repair	▼
Clean ceilings around HVAC supply grills	▼
Clean Supply Grills with Wexcide	▼
Vacuum/wipe return grill	▼
Open light fixtures and clean	▼
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Corrective Actions to be Completed by PPO	
Repair Cause of Stained Ceiling Tiles	▼
Clean return air ductwork	▼
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Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be completed by 110	
Repair Cause of Stained Ceiling Tiles	▼
Clean return air ductwork	▼
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Corrective Actions to be Completed by Site Based Staff

Replace stained ceiling tile after repair	▼
Clean ceilings around HVAC supply grills	•
Clean Supply Grills with Wexcide	•
Vacuum/wipe return grill	▼
Open light fixtures and clean	•
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Corrective Actions to be Completed by Site Based Staff

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Corrective Actions to be completed by 110	
Repair Cause of Stained Ceiling Tiles	▼
Clean return air ductwork	▼
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