

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

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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August 16, 2016

Signature on File

TO: Danielle Smith, Principal  
**Virginia Shuman Young 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
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On August 16, 2016, I conducted an assessment at **Virginia Shuman Young 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  
Rich Volpi, Supervisor II Custodial  
Mark Murray, Supervisor II Custodial  
Sam Bays, Director, Maintenance Operations  
Kurt Wirz, Area Manager Trades



# IAQ Assessment

Young, Virginia Shuman Elementary

Evaluation Date August 16, 2016

Time of Day 9:45 AM

Outdoor Conditions Temperature 87.9

Relative Humidity 53.5

Ambient CO2 388

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
516	74.8	72 - 78	59.4	30% - 60%	413	MAX 700 > Ambient	2
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		Yes		Yes		3 tiles	
2' X 2' Lay in		No		No			
Drywall/Tackboard		No		No			
12" x 12" Vinyl		No		No			

Ceiling Clean	<input checked="" type="checkbox"/>	HVAC Supply Grills Clean	<input checked="" type="checkbox"/>	HVAC Return Grills Clean	<input type="checkbox"/>
Walls Clean	<input checked="" type="checkbox"/>	Inside of Supply Duct Clean	<input checked="" type="checkbox"/>	Inside of Return Duct Clean	<input checked="" type="checkbox"/>
Flooring Clean	<input checked="" type="checkbox"/>	Ceiling at Supply Grills Clean	<input type="checkbox"/>		
Room Surfaces Clean	<input checked="" type="checkbox"/>				

Trash Removed	<input checked="" type="checkbox"/>	Exhaust Fans Working	<input checked="" type="checkbox"/>	Unapproved Chemicals / Cleaners in Room	<input type="checkbox"/>
Signs of Pests	<input type="checkbox"/>	Drain Traps Wet	<input checked="" type="checkbox"/>	Air Fresheners in Room	<input type="checkbox"/>
Room Cluttered	<input type="checkbox"/>	Food if Stored in Room is in Sealed Containers	<input type="checkbox"/>		

Mechanical Equipment Location	FISH 515	Mechanical Room Clean	<input checked="" type="checkbox"/>
Filters Installed Properly	<input checked="" type="checkbox"/>	Filters Clean	<input checked="" type="checkbox"/>
Condensate Pan Clean	<input type="checkbox"/>	Cooling Coil Clean	<input type="checkbox"/>
		Inside of HVAC Unit Clean	<input type="checkbox"/>

Fresh Air Intake Location	Over top of exterior mechanical room door ▼	Fresh Air Intake Free of Obstruction	<input checked="" type="checkbox"/>
Pollutant Sources Near Air Intake	No ▼		

**Observations**

3 water stained tiles. Ceiling tiles around supply grills need to be cleaned or replaced. Return grill needs to be removed and vacuumed. Inside of the A/C unit needs to be cleaned.

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

Remove return grill and vacuum	▼
Replace stained ceiling tiles after roofing repairs	▼
Clean ceilings around HVAC supply grills	▼
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	▼
	▼
	▼

**Corrective Actions to be Completed by PPO**

Clean microbial growth from inside unit	▼
Clean condensate pan	▼
Repair Cause of Stained Ceiling Tiles	▼
	▼
	▼
	▼
	▼