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

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August 14, 2	017 Signature on File	For Custodial Supervisor Use Only
TO:	Melissa Frame Geraine, Principal Westchester Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manger Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On August 9, 2017, I conducted an assessment at **Westchester 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

	IAQ Assessi	nent		
Westchester	Elementary Evaluation Dat	e August 9, 2017	Time of Day 1:3	0 PM
Outdoor Conditions Tempera	ture 93.1 Relative	Humidity 50.2	Ambient CO2 4	35
		Range CO ² % - 60% 525	Range # Oc MAX 700 > Ambient	2
Noticeable Odor Yes	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsEcoustic panel/drywallFloor12" x 12" Vinyl	No Yes No	No No	East wall	
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes	HVAC Return Grills Clean Inside of Return Duct Clean	Yes Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash RemovedNoSigns of PestsNoRoom ClutteredYes	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A N/A	Unapproved Chemicals / Cleaners in Room Air Fresheners in Room	No No
Mechanical Equipment Location Filters Installed Properly Yes Condensate Pan Clean Yes		Yes Yes	Mechanical Room Clean Inside of HVAC Unit Clean	Yes
Fresh Air Intake Location Pollutant Sources Near Air Intake	Thru exterior wall No	▼	Fresh Air Intake Free of Obstruction	Yes
Observations MUSIC ROOM - Sound panels ha was called in to replaced these p Remove the cardboard boxes to	anels.	taff have cleaned seve	eral times. Work-order J82	21622

Corrective Actions to be Completed by Site Based Staff

Remove cardboard boxes	▼
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Corrective Actions to be Completed by PPO

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	IAQ Assess	ment		
Westchester	r Elementary Evaluation Dat	te August 9, 2017	Time of Day 1:30 PM	N
Outdoor Conditions Temper	ature 93.1 Relative	e Humidity 50.2	Ambient CO2 435	
		Range CO % - 60% 477		
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling2' X 4' Lay inWallsDrywallFloor12" x 12" Vinyl	No Yes No	No Yes No	Southwest corner	
Ceiling Clean Yes Walls Clean Yes Flooring Clean Yes	HVAC Supply Grills Clean Inside of Supply Duct Clean	Yes		es es
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Νο		
Trash RemovedYesSigns of PestsNoRoom ClutteredNo	Exhaust Fans Working Drain Traps Wet Food if Stored in Room is	Yes		40 40
Mechanical Equipment Location	in Sealed Containers Bard like HVAC system in clas S Filters Clean	No ssroom	Mechanical Room Clean	I/A es
Condensate Pan Clean Yes	S Cooling Coil Clean	Yes		
Fresh Air Intake Location Pollutant Sources Near Air Intake	Behind Bard unit/Exterior wal	II ▼ ▼	Fresh Air Intake Free Yo	es
Observations Repair roof leak. Replace drywa grills.	III after roof is repaired. School	staff needs to dust the	e ceiling tiles around the supp	ly

Corrective Actions to be Completed by Site Based Staff

Clean ceilings around HVAC supply grills	▼
	▼
	▼
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	▼
	▼
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Corrective Actions to be Completed by PPO

Repair roof leak	•
Replace drywall after roof repair.	•
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