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

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April 7, 2017	Signature on File	For Custodial Supervisor Use Only
TO:	Carolyn Eggelletion, Principal Winston Park Elementary	Custodial Issues Addressed Custodial Issues Not Addressed
FROM:	Daniel Meyer, Project Manger Environmental Health & Safety Department	
SUBJECT:	Indoor Air Quality (IAQ) Assessment	

On April 6, 2017, I conducted an assessment at **Winston Park 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

Mechanical Equipment Location		Above Ceiling		Mechanical Room Clean	N/A	
Filters Installed Properly	Yes	Filters Clean	Yes		Inside of HVAC Unit Clean	Yes

Yes

Condensate Pan Clean Yes Cooling Coil Clean Yes

No

Food if Stored in Room is

in Sealed Containers

▼ Fresh Air Intake Free of Obstruction

Air Fresheners

in Room

Yes

No

Observations

Intake

Pollutant Sources Near Air

Room Cluttered

2 water stained tiles need to be changed. Several ceiling tiles need to be replaced or installed properly. Supply and return grills need to be cleaned. High humidity.

Corrective Actions to be Completed by Site Based Staff

No

Corrective Actions to be completed by one based ofair				
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Corrective Actions to be Completed by PPO

▼

Corrective Actions to be completed by 1.1.5	
Repair HVAC to Reduce Humidity Levels	▼
Ceiling tile cuts needed around supply vents	▼
	▼
	▼
	▼
	▼
	▼
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