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

TELEPHONE (754) 321-4200

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| June 2, 2016 | Signature on File | For Custodial Supervisor Use Only |
|--------------|---|-----------------------------------|
| TO: | Wendy Doll, Principal Cooper City High | Custodial Issues Addressed |
| FROM: | Robert Krickovich, Coordinator, LEA Environmental Health & Safety Department | Custodial Issues Not Addressed |
| SUBJECT: | Indoor Air Quality (IAQ) Assessment | |

On June 1, 2016, I conducted an assessment at **Cooper City High 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.

RK: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 Assessi | ment | | |
|--|---|---------------------------|--|---------------|
| Соор | er City High Evaluation Dat | e June 1, 2016 | Time of Day 11:0 | 00 AM |
| Outdoor Conditions Tempera | ture 86.2 Relative | Humidity 68.9 | Ambient CO2 42 | 26 |
| | | Range CO % - 60% 926 | | cupants 18 |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | |
| Ceiling 2' X 2' Lay in | No | No | | |
| Walls Drywall | No | No | | |
| Floor Carpet | No | No | | |
| Ceiling Clean Yes | HVAC Supply Grills Clean | No | HVAC Return Grills Clean | No |
| Flooring Clean Yes | Inside of Supply Duct Clean | Yes | Inside of Return Duct Clean | Yes |
| Room Surfaces No Clean | Ceiling at Supply Grills Clean | Νο | | |
| Trash Removed Yes | Exhaust Fans Working | N/A | Unapproved Chemicals / Cleaners in Room | No |
| Signs of Pests No | Drain Traps Wet | N/A | Air Freehenere | |
| Room Cluttered No | Food if Stored in Room is in Sealed Containers | N/A | Air Fresheners in Room | No |
| Mechanical Equipment Location | Roof Top | | Mechanical Room Clean | N/A |
| Filters Installed Properly N/A | Filters Clean | N/A | Inside of HVAC Unit Clean | N/A |
| Condensate Pan Clean N/A | Cooling Coil Clean | N/A | | |
| Fresh Air Intake Location | Roof top | ▼ | Fresh Air Intake Free of Obstruction | N/A |
| Pollutant Sources Near Air Intake | None | ▼ | | |
| Observations | | | | |
| Band room door blocked open d at HVAC Supply Grills Dirty - Sur | | Slightly Elevated - HV | AC Supply Grills Dirty - Ce | eilings |

Corrective Actions to be Completed by Site Based Staff

| Thoroughly clean horizontal surfaces | ▼ |
|--|---|
| Clean ceilings around HVAC supply grills | ▼ |
| Clean Supply Grills with Wexcide | ▼ |
| Clean HVAC Return Grill with Wexcide | ▼ |
| Ensure doors remain closed | ▼ |
| | ▼ |
| | ▼ |
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Corrective Actions to be Completed by PPO

| Repair HVAC to Reduce Humidity Levels | ▼ |
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| | IAQ Assessr | nent | | |
|--|--|---------------------------|---|------------|
| Соор | er City High Evaluation Dat | e June 1, 2016 | Time of Day 11: | 00 AM |
| Outdoor Conditions Tempera | ture 86.2 Relative | Humidity 68.9 | Ambient CO2 4 | 26 |
| | | Range CO % - 60% 881 | | 2 |
| Noticeable Odor No | Visible water damage / staining? | Visible microbial growth? | Amount of material affected | |
| Ceiling2' X 2' Lay inWallsDrywallFloorCarpet | No No | No No | | |
| Ceiling CleanYesWalls CleanYesFlooring CleanYesRoom SurfacesNoCleanYes | HVAC Supply Grills Clean Inside of Supply Duct Clean Ceiling at Supply Grills Clean | No Yes No | HVAC Return Grills Clean Inside of Return Duct Clean | No Yes |
| Trash RemovedYesSigns of PestsNoRoom ClutteredNo | 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 N/A Condensate Pan Clean N/A | | N/A N/A | Mechanical Room Clean Inside of HVAC Unit Clean | N/A N/A |
| Fresh Air Intake Location Pollutant Sources Near Air Intake | Roof top None | ▼ | Fresh Air Intake Free of Obstruction | N/A |
| Observations 2 square foot opening in wall un HVAC Supply Grills Dirty - Ceilin Keyboard and Flute Case in room | gs at HVAC Supply Grills Dirty | - Surfaces Dusty - Mi | crobial growth on one clot | |

Corrective Actions to be Completed by Site Based Staff

| Corrective Actions to be Completed by Site Based St | arr |
|---|-----|
| Thoroughly clean horizontal surfaces | ▼ |
| Clean ceilings around HVAC supply grills | ▼ |
| Clean Supply Grills with Wexcide | ▼ |
| Clean HVAC Return Grill with Wexcide | ▼ |
| Dispose of cloth bag with microbial growth | ▼ |
| Clean Key Board and Flute Case in room 231 | ▼ |
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Corrective Actions to be Completed by PPO

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| Repair HVAC to Reduce Humidity Levels | ▼ |
| Repair wall left open after installing dehumidifier | ▼ |
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