

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

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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December 14, 2017

Signature on File

TO: Charles Neely, Principal  
**Cypress Bay High**

FROM: Alison Witoshynsky, Project Manager  
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 December 12, 2017, I conducted an assessment at **Cypress Bay 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.

AW: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 Assessment

Cypress Bay High

Evaluation Date December 12, 2017

Time of Day 1255

Outdoor Conditions Temperature 75.7

Relative Humidity 48.0

Ambient CO2 420

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
<span style="border: 1px solid black; padding: 2px;">P-333C</span>	<span style="border: 1px solid black; padding: 2px;">74.2</span>	<span style="border: 1px solid black; padding: 2px;">72 - 78</span>	<span style="border: 1px solid black; padding: 2px;">54.9</span>	<span style="border: 1px solid black; padding: 2px;">30% - 60%</span>	<span style="border: 1px solid black; padding: 2px;">2517</span>	<span style="border: 1px solid black; padding: 2px;">MAX 700 &gt; Ambient</span>	<span style="border: 1px solid black; padding: 2px;">0-6</span>
Noticeable Odor		<span style="border: 1px solid black; padding: 2px;">No</span>	Visible water damage / staining?		Visible microbial growth?		Amount of material affected
Ceiling	<span style="border: 1px solid black; padding: 2px;">2' X 4' Lay in</span>		<span style="border: 1px solid black; padding: 2px;">Yes</span>		<span style="border: 1px solid black; padding: 2px;">Yes</span>		<span style="border: 1px solid black; padding: 2px;">3 full CT; 4 cut CT @ A/Cs</span>
Walls	<span style="border: 1px solid black; padding: 2px;">Tack Board</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;"></span>
Floor	<span style="border: 1px solid black; padding: 2px;">12" x 12" Vinyl</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;">No</span>		<span style="border: 1px solid black; padding: 2px;"></span>
Ceiling Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>	HVAC Supply Grills Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>	HVAC Return Grills Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>
Walls Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Inside of Supply Duct Clean		<span style="border: 1px solid black; padding: 2px;">No</span>	Inside of Return Duct Clean		<span style="border: 1px solid black; padding: 2px;">No</span>
Flooring Clean	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Ceiling at Supply Grills Clean		<span style="border: 1px solid black; padding: 2px;">No</span>			
Room Surfaces Clean	<span style="border: 1px solid black; padding: 2px;">No</span>						
Trash Removed	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Exhaust Fans Working		<span style="border: 1px solid black; padding: 2px;">N/A</span>	Unapproved Chemicals / Cleaners in Room		<span style="border: 1px solid black; padding: 2px;">No</span>
Signs of Pests	<span style="border: 1px solid black; padding: 2px;">No</span>	Drain Traps Wet		<span style="border: 1px solid black; padding: 2px;">N/A</span>	Air Fresheners in Room		<span style="border: 1px solid black; padding: 2px;">Yes</span>
Room Cluttered	<span style="border: 1px solid black; padding: 2px;">No</span>	Food if Stored in Room is in Sealed Containers		<span style="border: 1px solid black; padding: 2px;">N/A</span>			
Mechanical Equipment Location	<span style="border: 1px solid black; padding: 2px;">Window unit (2)</span>					Mechanical Room Clean	<span style="border: 1px solid black; padding: 2px;">N/A</span>
Filters Installed Properly	<span style="border: 1px solid black; padding: 2px;">Yes</span>	Filters Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>	Inside of HVAC Unit Clean		<span style="border: 1px solid black; padding: 2px;">No</span>
Condensate Pan Clean	<span style="border: 1px solid black; padding: 2px;">N/A</span>	Cooling Coil Clean		<span style="border: 1px solid black; padding: 2px;">Yes</span>			
Fresh Air Intake Location	<span style="border: 1px solid black; padding: 2px;">Thru exterior wall</span> ▼					Fresh Air Intake Free of Obstruction	<span style="border: 1px solid black; padding: 2px;">Yes</span>
Pollutant Sources Near Air Intake	<span style="border: 1px solid black; padding: 2px;">No</span> ▼						

**Observations**

Likely roof leak at north side of portable as indentified by stained ceiling tile. Wall wet under area of stained ceiling tile (~ 4 ft wide from floor to ceiling and behind book shelves). Two other stained or repainted ceiling tiles. Other ceiling tiles in front of AC stained. Ceiling tile grid is rusty/stained near ACs and various locaitons throughout portable. Elveated surfaces and electronic items (computer cart and TV) within the space are dusty. Cardboard boxes are present at the back of the room. CO2 elevated, AC on recirculate and continuous. Directed site based staff to adjust operation of AC units.

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

Remove and replace stained ceiling tile	▼
If stains return, contact COMPASS for work order	▼
Ensure ceiling tiles are installed properly	▼
Thoroughly clean elevated & horizontal surfaces	▼
Dust on blinds, clean appropriately	▼
Clean ceilings around HVAC supply grills	▼
Clean dust and wipe inside of AC with wexcide	▼
Ensure doors and windows remain closed	▼

**Corrective Actions to be Completed by PPO**

Evaluate and repair cause of stained ceiling tile	▼
(roof leak)	▼
Install new ceiling tile upon repair, cuts needed	▼
Remove and replace wall material as needed	▼
	▼
<b>ADDITIONAL FOR SITE BASED STAFF</b>	▼
Operate both ACs on Auto and setting where fresh air can be introduced to reduce CO2 levels.	▼