

FROM:

managing risk with responsibility

	enry, Director ement Department			Telephone: Fax:	754 321-1900 754 321-1917
January 26,	2015 Sign	ature on File	Fo	or Custodial S	upervisor Use Only
TO:	Robert Boegli, Princij	pal		Custodial Iss	ues Addressed
	Sheridan Technical	High		Custodial Iss	ues Not Addressed

SUBJECT: Indoor Air Quality (IAQ) Assessment

Richard Rosa, Project Manager **Risk Management Department**

On January 13, 2015, I conducted an assessment at Sheridan Technical College. 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 754-321-1900.

Shelley Meloni, Executive Director, Facilities & Construction cc: Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division Roy Norton, Manager, Custodial/Grounds, Physical Plant Operations Division Aston Henry, Director, Risk Management Sonja Coley, Senior Project Manager, Facilities & Construction Broward Teachers Union Federation of Public Employees

RR/jj Enc.

	IAQ Assessr	nent		
Sheridan Te	chnical High Evaluation Date	e January 13, 2015	Time of Day	1:30
Outdoor Conditions Tempera	ature 79.0 Relative	Humidity 69.0	Ambient CO2 4	11
		Range CO ² % - 60% 708		ccupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	No	No		
Walls Plaster	No	No		
Floor Carpet	 No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	No
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No	Drain Traps Wet	N/A	Air Fresheners	
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	in Room	No
Mechanical Equipment Location	FISH109 Heat Pump # 8		Mechanical Room Clean	Yes
Filters Installed Properly Yes	S Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location	Roof top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο	▼	of Obstruction	
Observations				
Old Sunset Learning Center The media center fish # is F-150	not E-1050			

Corrective Actions to be Completed by Site Based Staff

Clean HVAC supply and return grills with Wexcide	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

IAQ Assessment					
Sheridan Technical Hig	gh School Evaluation Date	e January 13, 2015	Time of Day 1:4	45 PM	
Outdoor Conditions Temperatu	re 79.0 Relative	Humidity 69.0	Ambient CO2 4	11	
FishTemperatureRange150A68.272 - 7		Range CO ² % - 60% 715		ccupants	
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling 2' X 4' Lay in	No	No			
Walls Plaster	No	No			
Floor Carpet	No	No			
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	N/a	
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	N/A	
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes			
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No	
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No	
Mechanical Equipment Location	FISH109 Heat Pump # 8		Mechanical Room Clean	Yes	
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes	
Condensate Pan Clean Yes	Cooling Coil Clean	Yes			
E	Roof top	•	Fresh Air Intake Free of Obstruction	Yes	
Pollutant Sources Near Air Intake	10	▼			
Observations					
Old Sunset Learning Center					

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees
Repair HVAC to Reduce Humidity Levels

IAQ Assessment					
Sheridan Technical H	ligh School Evaluation Date	e January 13, 2015	Time of Day 2:0	00 PM	
Outdoor Conditions Tempera	ture 79.0 Relative	Humidity 69.0	Ambient CO2 4	11	
		Range CO ² % - 60% 714	Range # Oo MAX 700 > Ambient	ccupants	
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling 2' X 4' Lay in	No	No			
Walls Plaster	No	No			
Floor Carpet	No	No			
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	N/a	
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	N/A	
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes			
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No	
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No	
Mechanical Equipment Location	FISH109 Heat Pump # 8		Mechanical Room Clean	Yes	
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes	
Condensate Pan Clean Yes	Cooling Coil Clean	Yes			
Fresh Air Intake Location	Roof top	▼	Fresh Air Intake Free of Obstruction	Yes	
Pollutant Sources Near Air Intake	Νο	▼			
Observations					
Old Sunset Learning Center					

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees
Repair HVAC to Reduce Humidity Levels

IAQ Assessment					
Sheridan Technical H	ligh School Evaluation Dat	e January 13, 2015	Time of Day 2:1	5 PM	
Outdoor Conditions Tempera	ture 79.0 Relative	Humidity 69.0	Ambient CO2 4	11	
		Range CO ² % - 60% 729	Range # Oo MAX 700 > Ambient	cupants	
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected		
Ceiling 2' X 4' Lay in	No	No			
Walls Plaster	No	No			
Floor Carpet	No	No			
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes	
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes	
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes			
Trash Removed Yes Signs of Pests No	Exhaust Fans Working Drain Traps Wet	N/A	Unapproved Chemicals / Cleaners in Room	No	
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No	
Mechanical Equipment Location	FISH109 Heat Pump # 8		Mechanical Room Clean	Yes	
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes	
Condensate Pan Clean Yes	Cooling Coil Clean	Yes			
Pollutant Sources Near Air	Roof top	▼	Fresh Air Intake Free of Obstruction	Yes	
Intake	Νο	▼			
Observations					
Old Sunset Learning Center					

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

▼	Set Temperature to 72 - 78 degrees
▼	Repair HVAC to Reduce Humidity Levels
▼	
▼	
•	
▼	
▼	
▼	
▼ ▼	

Ş

	IAQ Assessi	ment		
Sheridan Technical	High School Evaluation Dat	e January 13, 2015	Time of Day 2:3	80 PM
Outdoor Conditions Temper	ature 79.0 Relative	Humidity 69.0	Ambient CO2 4	11
		Range CO ² % - 60% 754	Range # Oo MAX 700 > Ambient	cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling Plaster	No	No		
Walls Plaster	No	No		
Floor Sheet Vinyl	 No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	N/a	HVAC Return Grills Clean	N/a
Flooring Clean Yes	Inside of Supply Duct Clean	N/A	Inside of Return Duct Clean	N/A
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	N/a		
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners in Room	No
Mechanical Equipment Location	Not applicable		Mechanical Room Clean	N/A
Filters Installed Properly	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	not applicable	▼	Fresh Air Intake Free of Obstruction	N/A
Pollutant Sources Near Air Intake	Not Applicable	▼	of obstruction	
Observations				
Old Sunset Learning Center Ladies restroom				

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

▼
▼
▼
▼
▼
▼
▼
▼

	IAQ Assess	ment		
Sheridan Technical	High School Evaluation Dat	e January 13, 2015	Time of Day 2:4	5 PM
Outdoor Conditions Temper	ature 79.0 Relative	Humidity 69.0	Ambient CO2 4	11
		Range CO ² % - 60% 823		cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling Plaster	No	No		
Walls Plaster	No	No		
Floor Sheet Vinyl	 No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	N/a	HVAC Return Grills Clean	N/a
Flooring Clean Yes	Inside of Supply Duct Clean	N/A	Inside of Return Duct Clean	N/A
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	N/a		
Trash Removed Yes	Exhaust Fans Working	Yes	Unapproved Chemicals / Cleaners in Room	No
Signs of PestsNoRoom ClutteredNo	Drain Traps Wet Food if Stored in Room is in Sealed Containers	Yes N/A	Air Fresheners in Room	No
Mechanical Equipment Location	Not applicable		Mechanical Room Clean	N/A
Filters Installed Properly	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	not applicable	▼	Fresh Air Intake Free of Obstruction	N/A
Pollutant Sources Near Air Intake	Not Applicable	▼	of obstruction	
Observations				
Old Sunset Learning Center Men's restroom				

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

▼
▼
▼
▼
▼
▼
▼
▼

	IAQ Assessr	ment		
Sheridan Technical H	High School Evaluation Date	e January 13, 2015	Time of Day 3:0	00 PM
Outdoor Conditions Tempera	ture 79.0 Relative	Humidity 69.0	Ambient CO2 4	11
		Range CO ² % - 60% 703	Range # O MAX 700 > [Ambient	ccupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	No	No		
Walls Plaster	No	No		
Floor Carpet	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes Signs of Pests No	Exhaust Fans Working Drain Traps Wet	N/A	Unapproved Chemicals / Cleaners in Room	No
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Location	FISH109 Heat Pump # 8		Mechanical Room Clean	Yes
Filters Installed Properly Yes	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Yes	Cooling Coil Clean	Yes		
Fresh Air Intake Location Pollutant Sources Near Air	Roof top	v	Fresh Air Intake Free of Obstruction	Yes
Intake	Νο	▼		
Observations				
Old Sunset Learning Center				

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees
Repair HVAC to Reduce Humidity Levels

	IAQ Assess	ment		
Sheridan Technica	I High School Evaluation Dat	e January 13, 2015	Time of Day 3:1	5 PM
Outdoor Conditions Tempe	rature 79.0 Relative	e Humidity 69.0	Ambient CO2 4	11
		Range CO ² % - 60% 719	Range # Oc MAX 700 > Ambient	cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	No	No		
Walls Plaster	No	No		
Floor Carpet	 No	No		
Ceiling Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	No
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No	Drain Traps Wet	N/A	Air Fresheners	No
Room Cluttered No	Food if Stored in Room is in Sealed Containers	N/A	in Room	
Mechanical Equipment Location	FISH109 Heat Pump # 8		Mechanical Room Clean	Yes
Filters Installed Properly	Filters Clean	Yes	Inside of HVAC Unit Clean	Yes
Condensate Pan Clean Ye	Cooling Coil Clean	Yes		
Fresh Air Intake Location	Roof top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο	▼	of obstruction	
Observations				
Old Sunset Learning Center				

Clean HVAC supply and return grills with Wexcide	▼
	▼
	▼
	▼
	▼
	▼
	▼
	▼

Corrective Actions to be Completed by PPO

Set Temperature to 72 - 78 degrees	▼
Repair HVAC to Reduce Humidity Levels	▼
	▼
	▼
	▼
	▼
	▼
	▼

	IAQ Assessr	ment		
Sheridan Technic	al High School Evaluation Date	e January 13, 2015	Time of Day 3:3	80 PM
Outdoor Conditions Temp	erature 79.0 Relative	Humidity 69.0	Ambient CO2 4	11
		Range CO ² % - 60% 699	Range # Oc MAX 700 > Ambient	cupants
Noticeable Odor No	Visible water damage / staining?	Visible microbial growth?	Amount of material affected	
Ceiling 2' X 4' Lay in	No	No		
Walls Plaster	No	No		
Floor 12" x 12" Vinyl	No	No		
Ceiling Clean Yes Walls Clean Yes	HVAC Supply Grills Clean	Yes	HVAC Return Grills Clean	Yes
Flooring Clean Yes	Inside of Supply Duct Clean	Yes	Inside of Return Duct Clean	Yes
Room Surfaces Yes Clean	Ceiling at Supply Grills Clean	Yes		
Trash Removed Yes Signs of Pests No	Exhaust Fans Working	N/A	Unapproved Chemicals / Cleaners in Room	No
Signs of Pests No Room Cluttered No	Drain Traps Wet Food if Stored in Room is in Sealed Containers	N/A	Air Fresheners in Room	No
Mechanical Equipment Locatio	n FISH109 Heat Pump # 8		Mechanical Room Clean	Yes
Filters Installed Properly	Yes Filters Clean	Yes	nside of HVAC Unit Clean	Yes
Condensate Pan Clean Y	es Cooling Coil Clean	Yes		
Fresh Air Intake Location	Roof top	▼	Fresh Air Intake Free of Obstruction	Yes
Pollutant Sources Near Air Intake	Νο	▼		
Observations				
Old Sunset Learning Center				

▼
▼
▼
▼
▼
▼
▼
▼

Corrective Actions to be Completed by PPO

▼	Set Temperature to 72 - 78 degrees
▼	Repair HVAC to Reduce Humidity Levels
▼	
▼	
▼	
▼	
▼	
▼	
× × × ×	