October 21, 2015 Signature on File
TO: Bradford Mattair, Principal Parkway Middle

FROM: Daniel Meyer, Project Manager Environmental Health \& Safety Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

## For Custodial Supervisor Use Only

Custodial Issues Addressed

Custodial Issues Not Addressed

On October 20, 2015, I conducted an assessment at Parkway Middle 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.
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 Volipi, Supervisor II Custodial
Mark Murray, Supervisor II Custodial
Sam Bays, Director, Maintenance Operations
Kurt Wirz, Area Manager Trades

## IAQ Assessment

Parkway Middle Evaluation Date October 20, 2015 Time of Day 10:00 AM

| Outdoor Conditions | Temperature | 80.6 | Relative Humidity | 67 | Ambient CO2 | 429 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |



## Observations

Classroom temp. to cold. Ceiling tiles around the supply grills need to be changed. Supply and return grills need to be cleaned. Filters need to be changed. Closet needs to be cleaned. Remove old cardboard boxes and wipe down the shelves.

Corrective Actions to be Completed by Site Based Staff

| Thoroughly Clean storage room | $\mathbf{\nabla}$ |
| :---: | :---: |
| Replace filters | $\mathbf{\nabla}$ |
| Clean HVAC supply and return grills with Wexcide | $\mathbf{\nabla}$ |
|  | $\mathbf{\nabla}$ |
|  | $\mathbf{\nabla}$ |
|  | $\mathbf{\nabla}$ |
|  | $\mathbf{\nabla}$ |
|  | $\mathbf{\nabla}$ |

Corrective Actions to be Completed by PPO


## IAQ Assessment

Parkway Middle Evaluation Date October 20, 2015 Time of Day 10:00 AM
Outdoor Conditions $\quad$ Temperature $\quad 80.6 \quad$ Relative Humidity $\quad 67 \quad$ Ambient CO2 429


## Observations

Classroom temp. to cold. Ceiling tiles around the supply grills need to be changed. Supply and return grills need to be cleaned. Filters need to be changed.

Corrective Actions to be Completed by Site Based Staff

| Replace filters | $\boldsymbol{\nabla}$ |
| :---: | :---: |
| Clean HVAC supply and return grills with Wexcide | $\boldsymbol{\nabla}$ |
|  | $\boldsymbol{\nabla}$ |
|  | $\boldsymbol{\nabla}$ |
|  | $\boldsymbol{\nabla}$ |
|  | $\bar{\nabla}$ |
|  | $\bar{\nabla}$ |
|  | $\bar{\nabla}$ |

Corrective Actions to be Completed by PPO


## IAQ Assessment

Parkway Middle Evaluation Date October 20, 2015 Time of Day $\quad$ 10:00 AM


| Fish T | Temperature | $\begin{aligned} & \text { Range } \\ & 72-78 \end{aligned}$ | Relative Humidity | Range | $\mathrm{co}^{2}$ | Range \# Occupants |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 168 | 74.9 |  | 53 3 | 30\% - 60\% | 708 | MAX 700 > | 12 |
| Noticeable Odor | dor No |  | Visible water damage I staining? | Visible microbial growth? |  | Amount of material affected |  |
| Ceiling $2^{\prime}$ | 2' X 4' Lay in |  | No |  |  |  |  |
| Walls | Plaster |  | No |  |  |  |  |
| Floor 12 | 12 x 12 " Vinyl |  | No |  |  | 6 tiles |  |
| Ceiling Clean | Yes |  | HVAC Supply Grills Clean | Yes |  | HVAC Return Grills Clean | Yes |
| Walls Clean | Yes |  |  |  |  |  |  |
| Flooring Clean | No |  | Inside of Supply Duct Clean | Yes |  | Inside of Return Duct Clean | Yes |
| Room Surfaces Clean | Yes |  | Ceiling at Supply Grills Clean | y No |  |  |  |



| Fresh Air Intake Location <br> Pollutant Sources Near Air Intake | Ext | $\nabla$ | Fresh Air Intake Free of Obstruction | Yes |
| :---: | :---: | :---: | :---: | :---: |
|  | No | $\nabla$ |  |  |

## Observations

$\square$
Corrective Actions to be Completed by Site Based Staff Corrective Actions to be Completed by PPO

| Replace filters | $\boldsymbol{\nabla}$ |
| :---: | :---: |
| Wexcide growth on floor tiles. | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |


|  | $\nabla$ |
| :--- | :---: |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |
|  | $\nabla$ |

## IAQ Assessment

Parkway Middle Evaluation Date October 20, 2015 Time of Day 10:00 AM
Outdoor Conditions $\quad$ Temperature $\quad 80.6 \quad$ Relative Humidity $\quad 67 \quad$ Ambient CO2 429


## Observations

14 wet ceiling tiles. Roof leaks in classroom. Cut tiles are wet. 4 light fixtures with water stains. Microbial growth on floor tiles. High humidity due to water intrusion. 10 sinks in science room - all traps were dry. Filters need to be replaced. Supply and return grills need to be cleaned.

Corrective Actions to be Completed by Site Based Staff

| Replace filters | $\mathbf{\nabla}$ |
| :---: | :---: |
| Thoroughly Clean Floor with wexcide | $\mathbf{\nabla}$ |
| Replace stained ceiling tiles after roofing repairs | $\mathbf{\nabla}$ |
| Clean HVAC supply and return grills with Wexcide | $\mathbf{\nabla}$ |
| Pour water down drains when not in use | $\mathbf{\nabla}$ |
| Open light fixtures and dry | $\mathbf{\nabla}$ |
|  | $\mathbf{\nabla}$ |
|  | $\mathbf{\nabla}$ |

Corrective Actions to be Completed by PPO


