

Memorandum

To: Mr. Patrick Wright, Principal, Bond Elementary School
Mrs. Shannon Davis, Assistant Principal, Bond Elementary School
Mr. Butch Watkins, Director of Maintenance
Mr. Danny Allbritton, Director of Construction

From: Mr. Juan Williams, Project Manager, Fire & Safety Inspections *J.E.W.*

Through: Mr. LaRoderick E. McQueen, Building Official *LEM*

Date: November 30, 2018

Subject: SREF Inspection for Bond Elementary School

Attached to this memorandum is the State Requirements for Educational Facilities (SREF) Inspection Report for the above referenced facility. The report identifies the deficiencies and corrective actions for the entire site. The column labeled **MOC** identifies the entity responsible for correcting each deficiency, as follows:

- Line items with an M (Maintenance) in the MOC column are to be addressed by the Maintenance Department. Work orders will be generated addressing each deficient item. Upon completion of all work orders, please have Code Enforcement staff sign off to confirm completion.
- Line items with an O (Operational) in the MOC column are to be addressed by site based staff or through work order submission to the Maintenance Department. These items need to be corrected within the proposed time allotment, prior to the follow-up inspection.
- Line items with a C (Construction) in the MOC column are to be addressed by the Construction/Facilities Department through Capital Outlay projects or a corrective action plan developed.

Notification of the completion or corrective action plan of the fore-mentioned deficient items need to be submitted to the Code Enforcement Department. Please initial and date the line items under your area of responsibility on the provided report to confirm completion. You may email Ms. Deanetra Grissom at grissomd@leonschools.net or fax the report to (850) 617-1790, to her attention.

Please note a copy of this SREF inspection report will be forwarded to the Board and your Divisional Director.

Additionally a separate inspection report has been provided for each portable at your site. In accordance with SREF Chapter 4 Section 4.4 (2)

If you have any questions or comments regarding any items noted on this report, please feel free to contact **Mr. Juan Williams at the Code Enforcement and Compliance Department at (850) 617-1814 or email at williamsj20@leonschools.net**. Thank you for your time and cooperation in this matter.


ATTACHMENT

Cc: Ms. Susan "Sue" Kraul, Director of Elementary Schools (with attachments)


CODE ENFORCEMENT, COMPLIANCE AND SMALL BUSINESS ENTERPRISE
3420 West Tharpe Street · Suite 100 · Tallahassee, Florida 32303-1138
(850) 617-1838 · Fax (850) 617-1790
www.leonschools.net

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Prepared By: Deanetra S. Grissom

11/14/2018				 LEON COUNTY SCHOOLS FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303				Bond Elementary School SCHOOL/FACILITY/CAMPUS				
INSPECTION DATE								2204 Saxon Street				
INSPECTOR: Juan E. Williams								Tallahassee, FL 32310				
INSPECTOR SIGNATURE				SIGNATURE DATE				F.I.S.H. NUMBER				
TYPE OF INSPECTION				COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2018-2019				037-1181-118				
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION				Deficiency Description and Corrective Action Required				# of Times Deficiency Previously Cited Schedule for Correction No Later Than Re-Inspection Correction Date Site-Wide Building-Wide Exterior Campus or Portable REMARKS CODE REFERENCE MAINTENANCE ASSIGNMENT				
Item #	Building Number	Room Number	M O C									
1	0000	000	O	Remove all cobwebs from covered walkways.				2			Site-Wide	Grounds Department
2	0000	000	M	Dumpsters do not have fencing to limit access to "Authorized Personnel Only".				2			Site-Wide	Grounds Department
3	0000	000	M	More fall surfaces needed at all playground equipment areas. (Regular maintenance needed).				2			Site-Wide	Grounds Department
4	0000	000	O	Remove wooden/plastic door chocks from corridor rated doors.				2			Site-Wide	Grounds Department
5	0000	000	C	Portables on site for four (4) or more years are required by SREF to have covered walkways.				2			Site-Wide	SREF 5.3
6	0000	000	M	Outside egress doors in the courtyard area are not closing and latching properly.				3			Site-Wide	Structural
7	0000	000	O	Fire ant mounds found in several locations. (Remove Fire Ant Mounds).				3			Site-Wide	
8	0000	000	O	Gates around the HVAC units are required to be looked at all times.				3			Site-Wide	
9	0000	000	M	Adjust timer on security light operate at required times.				1			Site-Wide	Electrical
10	0000	000	M	Rooms in the Mezzanines have no F.I.S.H. numbers.				1			Site-Wide	Sign Shop
11	0000	000	O	Dumpster lid needs to be closed at all times when not in use.				1			Site-Wide	
12	0000	000	O	Electrical cords at computer stations need wire management installed to prevent trip/fall hazards.				3			Site-Wide	
13	0000	000	O	Fall surfaces on the playgrounds need to be maintained regularly.				2			Site-Wide	
14	0000	000	M	Recycle dumpster, in the Teacher's parking lot, does not have fencing or a gate limiting access to "Authorized Personnel Only".				1			Exterior Campus	Grounds Department

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<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION			COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2018-2019					
Deficiency Description and Corrective Action Required			Bond Elementary School SCHOOL FACILITY/CAMPUS 2204 Saxon Street Tallahassee, FL 32310 F.I.S.H. NUMBER 037-1181-118					
Item #	Building Number	Room Number	M O C	# of Times Deficiency Previously Cited	Schedule for Correction No Later Than	Re-Correction Date	Site-Wide Building-Wide Exterior Campus or Portable	REMARKS CODE REFERENCE MAINTENANCE ASSIGNMENT
29	0002	212E	M	5				Central Kitchen
30	0002	212E	O	5				
31	0002	213	O	0				
32	0002	215	O	0				
33	0002	217	O	1				
34	0003	000	O	1			Building Wide	
35	0004	401B	O	0				
36	0004	403	M	1				Sign Shop
37	0004	403	M	1				HVAC
38	0004	412B	O	0				
39	0004	418B	O	0				
40	0004	421	O	2				
41	0004	421	O	1				
42	0005	000	O	2			Building Wide	


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INSPECTION DATE						2204 Saxon Street Tallahassee, FL 32310 F.I.S.H. NUMBER		
INSPECTOR: Juan E. Williams								
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TYPE OF INSPECTION			COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2018-2019			037-1181-118		

Item #	Building Number	Room Number	M O C	Deficiency Description and Corrective Action Required	# of Times Deficiency Previously Cited	Schedule for Correction No Later Than	Re-Inspection Correction Date	Site-Wide Building-Wide Exterior Campus or Portable	REMARKS CODE REFERENCE MAINTENANCE ASSIGNMENT
57	0099	510	M	Secondary exit will not close and latch properly.	2			Portable	Structural Department
58	0099	510	M	Wooden ramp rotted and loose in several locations.	2			Portable	
END OF SREF INSPECTION REPORT									

A re-inspection of the identified deficiencies will be performed approximately 60-90 days subsequent of inspection date. **Re-Inspection Date:** _____

The principal shall hold at least one (1) fire drill during each month, with an additional drill being held within the first 30 days of school. YES NO

Signature of facility administrator attesting to Fire Evacuation Drills and review of inspection report acknowledging awareness of discovered deficiencies: **Date of Acknowledgement:** _____

X 

Leon County
School/Site Administrator

11/14/2018

INSPECTION DATE

INSPECTOR: Juan E. Williams



FACILITIES & CONSTRUCTION DEPARTMENT
3420 W. THARPE ST., TALLAHASSEE, FL 32303

Bond Elementary School
SCHOOL/FACILITY/CAMPUS

2204 Saxon Street
Tallahassee, FL 32310

F.I.S.H. NUMBER

INSPECTOR SIGNATURE SIGNATURE DATE
TYPE OF INSPECTION

☒ FIRE ☒ CASUALTY ☒ SANITATION

COMPREHENSIVE SAFETY INSPECTION
FISCAL YEAR: 2018-2019

037-1181-118

Item #	Building Number	Room Number	M O C	Deficiency Description and Corrective Action Required	# of Times Deficiency Previously Cited	Schedule for Correction No Later Than	Re-Inspection Correction Date	Site-Wide Building-Wide Exterior Campus or Portable	REMARKS CODE REFERENCE MAINTENANCE ASSIGNMENT
1	0099	506	M	Wooden ramp rotted and loose in several locations.	1			Portable	Structural Department
2	0099	506	M	No skid is loose and peeling on ramp.	1			Portable	Structural Department
3	0099	506	M	Ramp slip resistant material needs replacing.	1			Portable	Structural
4	0099	506	M	Emergency Light inoperable (Bat).	0			Portable	Electrical
5	0099	506	O	Remove weeds growing out of skirting.	2			Portable	
END OF SREF INSPECTION REPORT									

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The principal shall hold at least one (1) fire drill during each month, with an additional drill being held within the first 30 days of school.

YES

NO

Signature of facility administrator attesting to Fire Evacuation Drills and review of inspection report acknowledging awareness of discovered deficiencies: _____ Date of Acknowledgement: _____

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 3420 W. THARPE ST., TALLAHASSEE, FL 32303

Bond Elementary School
 SCHOOL FACILITY/CAMPUS
 2204 Saxon Street
 Tallahassee, FL 32310

INSPECTOR SIGNATURE SIGNATURE DATE

TYPE OF INSPECTION


 COMPREHENSIVE SAFETY INSPECTION
 FISCAL YEAR: 2018-2019

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1	0099	510	M	Ramp slip resistant materials needs replacing.	2			Portable	Structural
2	0099	510	M	Secondary exit stairs are rotted and splintered with exposed nails.	1			Portable	Structural Department
3	0099	510	M	Secondary exit top rails are rotted and splintered with exposed nails.	1			Portable	Structural Department
4	0099	510	M	Modify threshold at the primary and secondary entry to comply with ADA egress requirements.	1			Portable	Structural Department
5	0099	510	M	Outlet for water fountains does not appear to be on a GFCI.	1			Portable	Electrical Department
6	0099	510	M	Secondary exit will not close and latch properly.	2			Portable	Structural Department
7	0099	510	M	Wooden ramp rotted and loose in several locations.	2			Portable	
END OF SREF INSPECTION REPORT									

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Re-Inspection Date:

YES

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