





Memorandum

To: Ms. Delshuana Jackson, Principal, Bond Elementary School
Mrs. Paula Mischler, 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 

Through: Mr. LaRoderick E. McQueen, Building Official 

Date: October 7, 2020

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 S. 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 E. 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)

"Our Hands Keep Their Minds Working"
Code Enforcement and Compliance Department - 3420 West Tharpe Street - Suite 200 - Tallahassee, Florida 32303-1138
(850) 617-1800 · Fax (850) 617-1800
www.lcscodeenforcement@leoncountyschools.net

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10/7/2020				 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p> <p>COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2020-2021</p>		Bond Elementary School SCHOOL/ FACILITY/CAMPUS 2204 Saxon Street Tallahassee, FL 32310 F.I.S.H. NUMBER 037-1181-118				
INSPECTION DATE										
INSPECTOR: Juan E. Williams										
INSPECTOR SIGNATURE  SIGNATURE DATE										
TYPE OF INSPECTION										
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION										
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	0000	000	O	Remove all cobwebs from covered walkways.	4			Site-Wide		
2	0000	000	O	Fire extinguisher shall be inspected, recorded on Monthly Fire Extinguisher Report and submitted to the District monthly.	1					
3	0000	000	C	Portables on site for four (4) or more years are required by SREF to have covered walkways.	4			Site-Wide	SREF 5.3	
4	0000	000	O	All water hoses located on outside of all buildings need to be properly kept.	0					
5	0001	000	O	Door chucks are not allowed - remove all door chucks from doors.	1					
6	0001	118	O	Replace stained ceiling tile.	0					
7	0002	202	M	Replace 4" Cleanout Cap outside of #02-202.	0				Plumbing Department	
8	0002	204B	O	No combustible storage allowed.	0					
9	0002	206C	O	Remove storage items. Blocked ramp leading to stage.	2					
10	0002	212	M	Ceiling tiles in kitchen area need cleaning from grease buildup.	1					
11	0002	212	O	Maintain clearance to Emergency Latch inside of freezer.	0					
12	0002	213	O	Replace missing ceiling tile.	0					
13	0002	214	M	Water leaking from 3" PVC pipe on gas water heater.	0				Plumbing Department	
14	0002	215	O	No storage allowed in this area. (Remove)	2					

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INSPECTION DATE									
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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
15	0002	220	O	No storage allowed in Mezzanine entrance.	0				
16	0003	301B	O	Repair light fixture cover.	0				
17	0003	311	O	Remove water hoses from entrance of Mezzanine.	0				
18	0003	311	O	No storage allowed in Mezzanine entrance.	0				
19	0004	403	O	Dryer lint trap shall be cleaned after every use.	0				
20	0001	416B	O	Housekeeping - keep area clear at all times.	0				
21	0004	421	O	Remove Storage from mezzanine access room.	4				
22	0004	421	O	Maintain access to fire sprinkler controls at all times.	3				
23	0004	421	O	Maintain access to all mechanical equipment at all times.	0				
24	0004	421	O	No storage allowed in this area. (Remove)	0				
25	0005	507	M	Hose bib needs aerator attached.	0				Plumbing Department
26	0005	507B	O	Housekeeping - keep area clear at all times.	0				
27	0005	513B	O	Housekeeping - keep area clear at all times.	0				
28	0099	506	M	Emergency light out in Emergency Mode.	0			Portable	Electrical Department

10/7/2020				 LEON COUNTY SCHOOLS FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303	Bond Elementary School					
INSPECTION DATE					SCHOOL/ FACILITY/CAMPUS					
INSPECTOR: Juan E. Williams					2204 Saxon Street Tallahassee, FL 32310					
INSPECTOR SIGNATURE SIGNATURE DATE					F.I.S.H. NUMBER					
TYPE OF INSPECTION					037-1181-118					
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION				COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2020-2021						
Item #	Building Number	Room Number	M O C	<u>Deficiency Description and Corrective Action Required</u>		# 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
29	0099	510	M	Emergency light out in Emergency Mode.		0			Portable	Electrical Department
END OF SREF INSPECTION REPORT										
A re-inspection of the identified deficiencies will be performed approximately _____ 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.						<input type="checkbox"/> YES <input type="checkbox"/> NO				
Reviewed Emergency Generator Report.						<input type="checkbox"/> YES <input type="checkbox"/> NO Emergency Generator Report up-to-date as of SREF Inspection. <input type="checkbox"/> YES <input type="checkbox"/> NO				
Signature of facility administrator attesting to Fire Evacuation Drills and review of inspection report acknowledging awareness of discovered deficiencies:										

X 
 Leon County
 School/Site Administrator