





Memorandum

To: Ms. Delshuana Jackson, Principal, Bond Elementary School
 Mr. Ronald Peterson, 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, Certified Building Official/Director 

Date: September 13, 2022

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. Janice N. Tucker at tuckerj3@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)*****


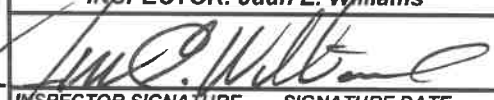
If you have any questions or comments regarding any items noted on this report, please feel free to contact **Mr. Juan E. Williams at the Code Enforcement and Compliance Department at (850) 617-1814 or email at williamsj20@leonschools.net**. Thank you for your time and cooperation in this matter.


ATTACHMENT


Cc: Ms. Anicia Robinson, 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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9/13/2022				 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p>		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				COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2022-2023		037-1181-118				
<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	C	Portables on site for four (4) or more years are required by SREF to have covered walkways.	5			Site-Wide	SREF 5.3	
2	0000	000	O	All playground fall surfaces must be maintained for safety - raked after each use.	1					
3	0001	000	O	Remove all door chucks from doors. Door chucks are not allowed.	2					
4	0001	120	M	Panic hardware needed on doors in this area - Assembly Area	0				Building Automation/Locksmith	
5	0001	140	M	Emergency light out in Emergency Mode.	1				Electrical Department	
6	0001	140	O	Replace missing ceiling tile.	1					
7	0001	140	O	Replace stained ceiling tile.	0					
8	0001	140	M	Smoke detector hanging - Detector needs to be properly secured.	0				Electrical Department	
9	0001	140	M	Replace Fire Alarm horn on outside of building - Damaged.	0				Building Automation	
10	0002	204B	O	Fire Extinguishers shall be inspected and signed off monthly.	0					
11	0002	209C	M	Exit lights out at Courtyard near Bus Ramp.	0				Electrical Department	
12	0002	212E	O	Emergency Exit latch on freezer is frozen - please exercise.	0					
13	0002	215	O	Unblock mezzanine entrance. Keep area unobstructed at all times.	1					
14	0002	215	O	Replace light bulbs in florescent light.	0					

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15	0002	215	M	Remove old mechanical equipment from Mezzanine Area.	0				HVAC	
16	0002	217	O	Large quantities of paint shall be stored in Flammable Storage Area. All gas fired equipment must be stored in Flammable Storage Area.	0					
17	0003	000	M	Exterior lights are on during daylight hours - Adjustment needed on timer.	0				Electrical Department	
18	0003	311	O	No storage allowed in Mezzanine entrance.	2					
19	0004	403	M	Replace damaged dryer vent termination outside of #04-403.	3				Structural Department	
20	0004	416	M	Exit light out in Corridor near 04-416	0				Electrical Department	
21	0004	419	O	All electrical outlets not being used shall have protective covers (caps) installed.	0					
22	0004	421	O	Remove storage from Mezzanine Access Room.	5					
23	0004	422	O	Remove storage from South exit. Keep area unobstructed at all times.	1					
24	0004	422	M	CO2 Detector needs to be inspected.	0				HVAC	
25	0005	512	M	Replace (broken) Exit Sign at Exterior Exit Door in outside corridor.	0				Electrical Department	
26	0005	513	O	Maintain 18" clearance at fire sprinkler.	1					
27	0005	516	O	Lights out on East end of Mezzanine.	1					
28	0005	516	M	Lights needed in Mezzanine entrance area.	0				Electrical Department	

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1	0099	506	M	Replace slip resistant material on ramp.	0			Portable	Structural Department
2	0099	506	M	Repair and/or replace soft spots on Ramp leading to Portable.	0			Portable	Structural Department
3	0099	506	O	Portable being used for storage. Egress needs to be clear at all times.	0			Portable	
4	0099	506	M	Emergency Light out.	0			Portable	Electrical Department
1	0099	510	M	Emergency Light out.	0			Portable	Electrical Department
2	0099	510	M	Replace slip resistant material on ramp.	0			Portable	Structural 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:** _____

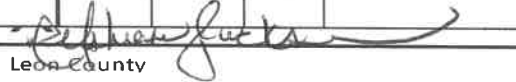
The principal shall hold at least one (1) fire drill during each month, with an additional drill being held within the first 30 days of school. YES NO

Reviewed Emergency Generator Report. YES NO **Emergency Generator Report up-to-date as of SREF Inspection.** YES NO



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

X

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 Leon County
 School/Site Administrator

1

9/13/2022		 LEON COUNTY SCHOOLS FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303		Bond Elementary School	
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4	0099	506	M	Emergency Light out.	0			Portable	Electrical Department
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 ☐

Reviewed Emergency Generator Report. YES ☐ NO ☐ Emergency Generator Report up-to-date as of SREF Inspection. YES ☐ 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

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