



Memorandum

To: Mr. Billy Millard, Principal, Buck Lake Elementary School
 Ms. Angela Quiggins, Assistant, Principal, Buck Lake Elementary School
 Mr. Alvin "Butch" Watkins, Interim Director of Maintenance
 Mr. Danny Allbritton, Director of Construction

From: Mr. Juan E. Williams, Coordinator, Fire & Safety *JEW*

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

Date: March 29, 2021

Subject: SREF Inspection for Buck Lake 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. Please do not submit work orders for the deficiency line items in the M (Maintenance) column. 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. These items need to be corrected within the proposed time allotment, prior to the follow-up inspection.
- Line items with a C (Construction and Capital Outlay) in the MOC column are to be addressed by the Construction/Facilities Department 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.

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

***The SREF Inspection Reports for each individual portable on site are required by state to be posted. Please post the SREF Inspection Report in their respective portables in a visible location.*

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 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 Department - 3420 West Tharpe Street - Suite 200 - Tallahassee, Florida 32303-1138

(850) 617-1838 · Fax (850) 617-1790

www.lcscodeenforcement@leoncountyschools.net

"The Leon County School District does not discriminate against any person on the basis of sex (including transgender status, gender nonconforming, and gender identity), marital status, sexual orientation, race, religion, ethnicity, national origin, age, color, pregnancy, disability, or genetic information."


3/29/2021				 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p> <p>COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2020-2021</p>		Buck Lake Elementary School SCHOOL/ FACILITY/CAMPUS 1600 Pedrick Road Tallahassee, Florida 32317				
INSPECTION DATE										
INSPECTOR: Juan E. Williams										
 INSPECTOR SIGNATURE SIGNATURE DATE										
TYPE OF INSPECTION						F.I.S.H. NUMBER				
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION						037-0521-052				
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	After market furniture shall be NFPA approved and the label must be displayed.	3			Site Wide		
2	0000	000	O	Fall surfaces on the playgrounds need to be maintained regularly.	6			Site Wide		
3	0000	000	O	Remove combustibles hanging on fixtures in classrooms. NFPA 101-10.3.1	4			Site Wide		
4	0000	000	O	Overhead playground - Gaps in concrete need to be filled, outside of #11.	1					
5	0000	000	M	Trip/Fall Hazard - Large cracks in concrete need to be filled at the Covered Play Area.	0				Structural Department	
6	0001	102A	O	Housekeeping - keep area clear of combustibles at all times.	0					
7	0001	103	O	Wall coverage > 20% - Remove combustible items off walls.	1					
8	0001	111A	M	"No Cooking" sign needed over stove.	0				Sign Shop	
9	0001	112	O	No storage allowed in this area.	0					
10	0001	113	O	All electrical outlets not in use are required to have plug coverings installed.	1					
11	0001	113	O	Remove hanging combustibles from ceiling.	0					
12	0001	113	O	Electrical sockets not being used must be plugged.	0					
13	0001	113C	M	"No Cooking" sign needed over stove.	0				Sign Shop	
14	0002	206A	O	Housekeeping - keep area clear of combustibles at all times.	0					
15	0004	408A	M	Ceiling fan missing blade. Replace ceiling fan.	0				Structural Department	
16	0004	411C	O	Replace stained ceiling tiles.	0					
17	0004	412	O	Replace ceiling tiles with holes.	0					

3/29/2021		 LEON COUNTY SCHOOLS		Buck Lake Elementary School				
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18	0005	000	O	Remove storage items from ramp going to stage. Ramp should remain clear at all times.	2				
19	0005	000	M	Leaking gutters causing erosion.	0				Roofing Department
20	0005	501A	O	Kiln Room - Replace combustible shelving in room with steel rack shelving.	1				
21	0005	502	O	Ramp area leading to stage needs to be kept clear at all times.	1				
22	0005	505	O	Maintain access to ADA ramp from stage.	3				
23	0005	505	O	Keep ramp going to stage clear at all times. Remove storage items.	0				
24	0007	701B	M	Replace stained ceiling tiles. (x12) Ceiling height greater than 12'.	0				Structural Department
25	007	702	O	Electrical sockets not being used must be plugged.	0				
26	0007	709A	O	Temporary extension cords cannot be used as permanent power.	1				
27	0099	311	O	Wall coverage > 20% - Remove combustible items off walls.	0				
28	0099	467	M	Exit light out.	0				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.					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:											





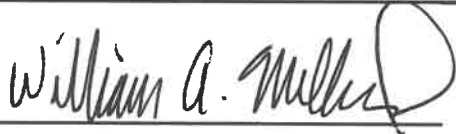
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X



Leon County
School/Site Administrator



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