





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 

Through: Mr. LaRoderick E. McQueen, Building Official 

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. Janice 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.

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: Mr. William (Billy) Epting, 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."

2/2/2022				 <p>Buck Lake Elementary School SCHOOL/FACILITY/CAMPUS 1600 Pedrick Road Tallahassee, Florida 32317</p>				
INSPECTION DATE								
INSPECTOR: Juan E. Williams								
INSPECTOR SIGNATURE 		SIGNATURE DATE		FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303 COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2021-2022				
TYPE OF INSPECTION		FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION <input checked="" type="checkbox"/>						
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	4			Site Wide	
2	0000	000	O	7			Site Wide	
3	0000	000	O	5			Site Wide	
4	0001	100	O	0				
5	0001	103	O	0				
6	0001	111	O	0				
7	0005	000	M	1				Roofing Department
8	0005	502	M	0				Plumbing Department
9	0005	501A	M	0				HVAC
10	0010	000	C	0				
11	0010	000	M	0				Sign Shop
12	0011	107A	O	0				
13	0099	467	M	1			Portable	Electrical Department
14	0099	467	M	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.				YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>		

2/2/2022				Buck Lake Elementary School						
INSPECTION DATE				SCHOOL/FACILITY/CAMPUS						
INSPECTOR: Juan E. Williams				1600 Pedrick Road						
				Tallahassee, Florida 32317						
INSPECTOR SIGNATURE				F.I.S.H. NUMBER						
TYPE OF INSPECTION				037-0521-052						
FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION <input checked="" type="checkbox"/>				FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303 COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2021-2022						
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 or Portable	REMARKS CODE REFERENCE MAINTENANCE ASSIGNMENT
Reviewed Emergency Generator Report.				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		Emergency Generator Report up-to-date as of SREIF Inspection.		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
Signature of facility administrator attesting to Fire Evacuation Drills and review of inspection report acknowledging awareness of discovered deficiencies:										

X *William D. Muldard*

Leon County
School/Site Administrator