



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. Mark A. Evans, Project Manager, Fire & Safety Inspector *ME*

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

Date: April 12, 2023

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. LySandra Black at blackl@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. Mark A. Evans at the Code Enforcement Department at (850) 617-1812 or email at evansm5@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 Department - 3420 West Tharpe Street - Suite 200 - Tallahassee, Florida 32303-1138
 (850) 617-1838 · Fax (850) 617-1790
www.lscodeenforcement@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."



04/03/2023				 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p>		Buck Lake Elementary School SCHOOL/ FACILITY/CAMPUS 1600 Pedrick Road Tallahassee, Florida 32317				
INSPECTION DATE										
INSPECTOR: Mark A. Evans										
 INSPECTOR SIGNATURE SIGNATURE DATE										
TYPE OF INSPECTION				COMPREHENSIVE SAFETY INSPECTION		F.I.S.H. NUMBER				
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION				FISCAL YEAR: 2022-2023		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.	5			Site Wide		
2	0000	000	O	Fall surfaces on the playgrounds need to be maintained regularly.	8			Site Wide		
3	0000	000	O	Remove combustibles hanging on fixtures in classrooms. NFPA 101-10.3.1	6			Site Wide		
4	0000	000	M	Change out buckled ceiling tiles in hallway between rooms (Bldg. 03-300 and 04-400). Per BMS ceiling tiles need to be replaced from full length to half length.	0				Structural Department	
5	0001	000	M	Check Building #1 Rooms 100 and 103 for leaks.	0				Plumbing Department	
6	0001	100	O	Replace water stained and/or broken ceiling tile(s).	0				SREF 5 (2)(e)(8)j	
7	0001	103	O	Replace water stained and/or broken ceiling tile(s).	0				SREF 5 (2)(e)(8)j	
8	0001	103	O	Remove hanging combustible materials from ceiling.	1				NFPA 101-10.3.1	
9	0005	504D	O	Electrical panel box is blocked.	0					
10	0005	509	O	Improper storage. Room is not designated storage on FISH report. Remove storage or add initiation device.	0					
11	0010	000	C	More flammable storage needed,	1					
12	0011	107A	O	Housekeeping - keep area clear of combustibles at all times.	1					
13	0099	311	O	NO DEFICIENCIES FOUND	0					
14	0099	467	O	NO DEFICIENCIES FOUND	0					
15	0099	478	O	NO DEFICIENCIES FOUND	0					
END OF SREF INSPECTION REPORT										

04/03/2023		 LEON COUNTY SCHOOLS FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303		Buck Lake Elementary School						
INSPECTION DATE				SCHOOL/ FACILITY/CAMPUS						
INSPECTOR: Mark A. Evans				1600 Pedrick Road						
 INSPECTOR SIGNATURE SIGNATURE DATE				Tallahassee, Florida 32317						
TYPE OF INSPECTION		COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2022-2023		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
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:										



☒ 
 Leon County
 School/Site Administrator

04/03/2023		 LEON COUNTY SCHOOLS FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303		Buck Lake Elementary School					
INSPECTION DATE				SCHOOL/ FACILITY/CAMPUS					
INSPECTOR: Mark A. Evans				1600 Pedrick Road					
 INSPECTOR SIGNATURE SIGNATURE DATE				Tallahassee, Florida 32317					
TYPE OF INSPECTION		COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2022-2023		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	0099	311		NO DEFICIENCIES FOUND				Portable	
END OF SREF INSPECTION REPORT									
A re-inspection of the identified deficiencies will be preformed 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:									


 Leon County
 School/Site Administrator

04/03/2023		 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p> <p>COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2022-2023</p>		Buck Lake Elementary School					
INSPECTION DATE				SCHOOL/ FACILITY/CAMPUS					
INSPECTOR: Mark A. Evans				1600 Pedrick Road					
 INSPECTOR SIGNATURE SIGNATURE DATE				Tallahassee, Florida 32317					
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	0099	467		NO DEFICIENCIES FOUND				Portable	
				END OF SREF INSPECTION REPORT					
A re-inspection of the identified deficiencies will be preformed 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

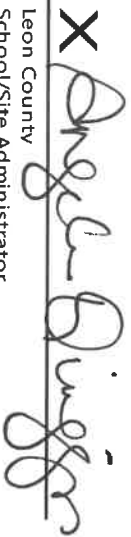
04/03/2023				 <p>Buck Lake Elementary School SCHOOL FACILITY/CAMPUS 1600 Pedrick Road Tallahassee, Florida 32317</p>					
INSPECTION DATE									
INSPECTOR: Mark A. Evans									
INSPECTOR SIGNATURE  SIGNATURE DATE									
TYPE OF INSPECTION				FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303 COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2022-2023					
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION				F.I.S.H. NUMBER 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	0099	478		NO DEFICIENCIES FOUND				Portable	
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.

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