



Memorandum

To: Dr. Iris C. Wilson, Principal, Apalachee Tapestry Magnet School of the Arts
 Mr. David Rudenborg, Assistant Principal, Apalachee Tapestry Magnet School of the Arts
 Mr. Alvin "Butch" Watkins, Director of Maintenance
 Mr. Danny Allbritton, Director of Construction

From: Mr. Lorenzo Hillman, Coordinator, Fire & Safety *LH*

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

Date: May 16, 2018

Subject: SREF Inspection for Apalachee Tapestry Magnet School of the Arts

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. Elishia Golden at goldene2@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) ***

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

ATTACHMENT

Cc: Dr. Alan Cox, Executive Director of Schools (with attachments)
 Ms. Susan "Sue" Krual, Director of Elementary Schools (with attachments)
 Mr. Carl Green, Coordinator of School Plant, Safety, and Sanitation (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

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5/7/2018				Apalachee Elementary School SCHOOL FACILITY/CAMPUS 850 Trojan Trail Tallahassee, Florida 32311					
INSPECTION DATE									
INSPECTOR: LORENZO HILLMAN									
INSPECTOR SIGNATURE <i>Lorenzo Hillman</i> 5-16-18 TYPE OF INSPECTION				FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303 COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2017-2018					
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION				F.I.S.H. NUMBER 037-0441-044					
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	M	Exterior doors missing closers.	1			Site Wide	Structural Department
2	0000	000	M	Wood ramps going to portables are rotten with damaged wood, splintered handrails and exposed nails.	1			Site Wide	Structural Department
3	0000	000	O	Rake fall surfaces on all playgrounds daily.	0			Campus	
4	0000	000	M	Bridge to Pre-K playground has loose boards and exposed nails, playground has loose handrails.	1			Campus	Structural Department
5	0000	000	M	Missing bars on fixtures at the playground near Building 7.	4				Structural Department
6	0000	000	M	No ADA handrails on ramps.	0				Structural Department
7	0000	000	O	Drinking water fountains are required to be cleaned regularly.	2				
8	0000	000	M	Wooden ramps are damaged with rotting wood and exposed nails. Replace deteriorated wooden ramps.	2			Portable	Structural Department
9	0000	000	M	Wheelchair bollards are damaged with rotting wood and exposed nails.	2			Site Wide	Structural Department
10	0000	000	M	ADA handrails are damaged with rotting wood and exposed nails.	2				Structural Department
11	0000	000	O	Air fresheners, deodorizers, and plug-ins are not permitted on campus per SREF.	0				
12	0000	000	M	Fire alarm devices are not installed per NFPA 72. This is a pre-existing condition and should be itemized and noted on the annual fire alarm inspection report.	0			Site Wide	Systems Department
13	0000	000	O	After market furniture and pillows need to have labels designating material meets NFPA standards.	0			Site Wide	
14	0000	000	M	Wooden bridge going to the primary playground is damaged, rotting, and has exposed nails and missing vertical slats. Verify slats meet entrapment requirements.	0				Structural Department
15	0000	000	M	Wooden ramps and wood railings at portables are damaged, rotting, and have loose boards and exposed nails.	0				Structural Department
16	0000	000	C	Portables on site for four (4) or more years are required by SREF to have covered walkway.	0				SREF 5 (14)(b) 3.a

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17	0000	000	M	Primary playground at slide has loose and damaged railing.			0				Structural Department
18	0000	000	M	Asphalt at basketball court is damaged.			0				Grounds Department
19	0000	000	M	Curbs at bus loop sidewalk is damaged in multiple locations.			0				Masonry
20	0001	000	M	Closers missing from corridor doors.			0			Building Wide	Structural Department
21	0001	000	O	Remove combustibles hanging from ceiling in Building 1.			1			Building Wide	Structural Department
22	0001	000	M	Bathrooms no impervious ceiling.			1				Structural Department
23	0001	000	O	Remove combustibles hanging from ceiling in corridors.			0			Building Wide	
24	0001	000	M	Fire sprinkler riser room missing FISH numbers.			0				Sign Shop
25	0001	101	M	Outside room 01-101, at concrete stairs, repair water erosion.			1				Grounds Department
26	0001	101	M	Emergency call box is inoperable.			0				Systems Department
27	0001	101G	O	Remote storage 18" from sprinkler head.			1				
28	0001	101G	M	Fire alarm has wrong date and time.			0				Systems Department
29	0001	104	M	Adjust water fountain so water is contained to catch basin.			0				Plumbing Department
30	0001	107	M	Fire extinguisher cabinet will not close properly.			1				EHS Department
31	0001	107A	O	Potty parity shall be maintained at all times.			2				
32	0001	109	M	Exit door is slamming closed.			2				Structural Department
33	0001	109	M	Multiple FISH numbers are missing in this area.			0				Sign Shop

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34	0001	114	M	Investigate water leak by sprinkler head (ceiling tile had been replaced several times).			1				Roofing Department
35	0001	114	M	Replace ceiling tile with sprinkler head.			0				EHS Department
36	0001	115	O	Wire management and computer boxes need to be mounted properly.			1				
37	0001	117	O	Replace and date water stained ceiling tiles.			0				
38	0001	124B	O	Remove storage from the electrical room.			1				EHS Department
39	0001	129	M	Install ceiling tile around sprinkler head properly.			0				
40	0001	130	O	Remove combustible material attached to lights.			1				
41	0001	131	O	Install wire management at student computer stations to mitigate trip/tangle hazard.			0				
42	0001	131	M	Carpet is frayed and torn at main entry.			0				Carpet
43	0001	132	O	Remove combustible storage from the mechanical room.			0				
44	0001	132	M	FISH number missing.			0				Sign Shop
45	0001	136	M	Door will not close and latch.			1				Structural Department
46	0001	136	O	Cover on light fixture is hanging, needs to be re-installed properly.			1				
47	0001	137	O	Potty parity shall be maintained at all times.			2				
48	0001	141	O	Remove combustible storage from the mechanical room.			0				
49	0001	144	O	No access.			3				
50	0001	146	M	Electrical panels will not close and latch.			1				Electrical Department
51	0001	146	O	Remove storage from the electrical room.			2				

5/17/2018

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Apalachee Elementary School

SCHOOL/FACILITY/CAMPUS

850 Trojan Trail

Tallahassee, Florida 32311

INSPECTOR SIGNATURE SIGNATURE DATE

TYPE OF INSPECTION

☒ FIRE
 ☒ CASUALTY
 ☒ SANITATION

 FACILITIES & CONSTRUCTION DEPARTMENT
 3420 W. THARPE ST., TALLAHASSEE, FL 32303
 COMPREHENSIVE SAFETY INSPECTION
 FISCAL YEAR: 2017-2018

F.I.S.H. NUMBER

037-0441-044

Deficiency Description and Corrective Action Required

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52	0001	146	M	Paint threshold with caution yellow paint to avoid trip/fall hazard.	2				Paint Department
53	0001	146	M	Threshold on egress door is not code compliant. Modify threshold on egress to meet ADA/egress requirements.	2				Structural Department
54	0002	000	O	Building was renovated, annual inspection needs to be done 1 year after certificate of occupancy.	0				
55	0003	000	O	Building was renovated, annual inspection needs to be done 1 year after certificate of occupancy.	0				
56	0004	000	O	Building was renovated, annual inspection needs to be done 1 year after certificate of occupancy.	0				
57	0006	000	O	Remove wooden/plastic chocks from corridor/rated doors.	1				
58	0006	000	O	Remove storage blocking ADA ramp to stage.	0				
59	0006	000	M	Exit light going into eating area is inoperable.	0				Electrical Department
60	0006	000	M	Dumpsters do not have fencing or a gate limiting access to "Authorized Personnel Only".	0				Grounds Department
61	0006	011	M	Electrical panel near kitchen hood will not close properly.	1				Electrical Department
62	0006	015	O	Remove storage and chairs from the corridor blocking the means of egress.	2				
63	0006	021	M	Locking mechanism on the doors and gates do not comply with egress requirements.	2				Locksmith
64	0006	700	M	Replace floor molding near ADA ramp.	2				Carpet
65	0099	333	M	Modify threshold to comply with egress requirements.	1			Portable	Structural Department
66	0099	333	O	Keep both exits clear at all times.	1			Portable	
67	0099	333	M	Stairs are rotten and no skid is damaged.	1			Portable	Structural Department
68	0099	333	M	Emergency light is inoperable.	0			Portable	Electrical Department
69	0099	333	M	Entry/exit doors are slamming closed.	0			Portable	Structural Department

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A re-inspection of the identified deficiencies will be performed approximately 60-90 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

☐

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

Date of Acknowledgement: _____

5/17/2018

X *Lorenzo Hillman*

Leon County

School/Site Administrator