



Memorandum

To: Mr. David Solz, Principal, Astoria Park Elementary School
 Ms. Katrina Bradwell, Assistant Principal, Astoria Park Elementary School
 Mr. Alvin "Butch" Watkins, Director of Maintenance
 Mr. Danny Allbritton, Director of Construction

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

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

Date: January 25, 2021

Subject: SREF Inspection for Astoria Park 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 and Compliance 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)*****

If you have any questions or comments regarding any items noted on this report, please feel free to contact **Mr. Juan 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


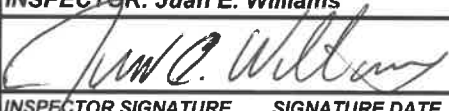
Cc: Ms. Susan Kraul, Director of Elementary Schools (with attachments)


"Our Hands Keep Their Minds Working"

Code Enforcement and Compliance Department & Small Business Enterprise- 3420 West Thorpe Street - Suite 200 - Tallahassee, Florida 32303-1138
 (850) 617-1838 · Fax (850) 617-1790

www.lcscodeenforcement@leoncountyschools.net

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1/25/2021				 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p> <p>COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2020-2021</p>		Astoria Park Elementary SCHOOL/ FACILITY/CAMPUS 2465 Atlas Road Tallahassee, Florida 32303				
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						037-0401-040				
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	Remove Wooden/Plastic Chocks from the Corridor/Rated Doors.	10			Site-Wide		
2	0000	000	C	Missing (ADA) Handles on Doors. Install (ADA) Compliant Door Handles on All Required Doors.	6			Site-Wide	SREF (13)(a). Capital Outlay	
3	0000	000	O	Fall Surfaces on Playground Need to Be Raked Daily.	4			Site-Wide		
4	0000	000	C	Portable Classrooms That Have Been on Site For (4) or More Years are Required By SREF to Have Covered Walkways.	4			Site-Wide	SREF (14)(b)3.3a. Capital Outlay	
5	0000	000	O	After-Market Furniture Needs to Have Labels Designating Materials Meets NFPA Standards.	3			Site-Wide		
6	0000	000	M	Primary Playground - Remove railroad tie boarders with protruding rebar and splinters.	0				Grounds Department	
7	0001	000	O	Maintain 18" clearance from fire sprinkler head.	1					
8	0001	108 G	O	Ramp coming off of stage needs to remain clear at all times - remove items.	1					
9	0001	108L	O	Replace stained ceiling tiles. (x2)	0					
10	0001	112	O	Remove combustible materials from hanging from ceiling.	0					
11	0002	208	O	Surge protectors need to be plugged into a dedicated power source.	1					
12	0003	000	C	ADA/egress compliant hardware missing from doors.	2				Structural Department	
13	0003	315	O	Replace missing ceiling tile.	1					
14	0099	155	M	Emergency light out in Emergency Mode.	0				Electrical Department	
15	0099	155	M	Adjustment needed to slamming door in primary hallway corridor. (West doors)	0				Structural Department	

1/25/2021		 LEON COUNTY SCHOOLS FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303 COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2020-2021		Astoria Park Elementary SCHOOL/ FACILITY/CAMPUS 2465 Atlas Road Tallahassee, Florida 32303						
INSPECTION DATE										
INSPECTOR: Juan E. Williams										
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				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. <div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">YES</div> <div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">NO</div>										
Reviewed Emergency Generator Report. <div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">YES</div> <div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">NO</div> Emergency Generator Report up-to-date as of SREF Inspection. <div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">YES</div> <div style="display: inline-block; border: 1px solid black; padding: 2px 10px;">NO</div>										
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