



Memorandum

To: Ms. Delshuana Jackson, Principal, Bond Elementary School
 Mrs. Paula Mischler, Assistant Principal, Bond Elementary School
 Mr. Butch Watkins, Director of Maintenance
 Mr. Danny Allbritton, Director of Construction

From: Mr. Juan Williams, Project Manager, Fire & Safety Inspections *J.W.*

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

Date: September 10, 2019

Subject: SREF Inspection for Bond 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. Work orders will be generated addressing each deficient item. 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 or through work order submission to the Maintenance Department. These items need to be corrected within the proposed time allotment, prior to the follow-up inspection.
- Line items with a C (Construction) in the MOC column are to be addressed by the Construction/Facilities Department through Capital Outlay projects 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 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 and your Divisional Director.

*****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 "Sue" Kraul, Director of Elementary Schools (with attachments)


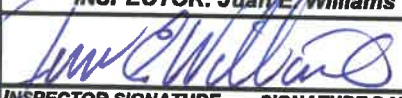
"Our Hands Keep Their Minds Working"
 Code Enforcement and Compliance Department - 3420 West Tharpe Street - Suite 200 - Tallahassee, Florida 32303-1138
 (850) 617-1838 · Fax (850) 617-1800
www.lcscodeenforcement@leoncountyschools.net

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9/10/2019				 FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303		Bond Elementary School SCHOOL/ FACILITY/CAMPUS				
INSPECTION DATE										
INSPECTOR: Juan E. Williams										
						2204 Saxon Street Tallahassee, FL 32310				
INSPECTOR SIGNATURE SIGNATURE DATE						F.I.S.H. NUMBER				
TYPE OF INSPECTION				COMPREHENSIVE SAFETY INSPECTION		FISCAL YEAR: 2019-2020				
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION						037-1181-118				

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 all cobwebs from covered walkways.	3			Site-Wide	
2	0000	000	O	Fire extinguisher shall be inspected, recorded on Monthly Fire Extinguisher Report and submitted to the District monthly.	0				
3	0000	000	C	Portables on site for four (4) or more years are required by SREF to have covered walkways.	3			Site-Wide	SREF 5.3
4	0000	000	O	Water fountains need to be cleaned regularly.	3			Site-Wide	
5	0001	000	O	Door chucks are not allowed - remove all door chucks from doors.	0				
6	0001	132	O	Paint needs to be stored in flammable storage - remove from area.	0				
7	0001	132	M	Junction box cover needed (hallway).	2				Electrical Department
8	0001	134	O	Room is not designed as a classroom.	0				
9	0001	135	O	Extension cord (orange) cannot be used as permanent power.	1				
10	0001	137	O	Replace light bulbs in Custodial Room.	0				
11	0001	138	M	Handle missing off exterior door next to room# 01-134 (replace handle).	2				Locksmith
12	0001	140	M	Water hose bib Hydrant needs to be secured to wall.	0				Plumbing Department
13	0001	140	M	Emergency light is inoperable.	0				Electrical Department
14	0002	000	M	Security lights in interior courtyard are burned and disfigured.	3				Electrical Department

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15	0002	200D	M	Replace sprinkler head escutcheon.	0				EH&S	
16	0002	200D	M	Replace missing door closure on Janitor Room.	0				Structural Department	
17	0002	202	M	Replace missing clean-out cap outside of room #202.	0				Plumbing Department	
18	0002	206	O	Remove cobwebs.	1					
19	0002	206	O	Exterior door slamming - adjustment needed.	0					
20	0002	206A	O	Housekeeping	1					
21	0002	206C	O	Remove storage items from ramp leading to stage. Ramp must be kept clear at all times.	0					
22	0002	206C	O	Egress from stage blocked.	1					
23	0002	207	M	Replace missing shields on spot lights to stage.	0				Structural Department	
24	0002	212	M	Insulate water supply lines under ADA lavatory sink.	1				Plumbing Department	
25	0002	212	O	Exit access needs to be cleared.	2					
26	0002	212	O	Ceiling tiles in kitchen area need cleaning from grease buildup.	0					
27	0002	212D	O	Housekeeping - area needs to be mopped daily if needed.	0					
28	0002	215	O	No storage allowed in this area. (Remove)	1					


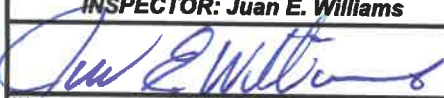
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29	0003	000	M	Some outside lights are still on in the daytime.	0				Electrical Department
30	0003	307A	O	Housekeeping - Remove combustibles off floor.	0				
31	0003	307B	M	Light switch cover missing.	0				Electrical Department
32	0003	308	M	Computer station bottom shelf is broken.	0				
33	0003	311	M	Key issues - no access.	0				Locksmith
34	0003	311	M	Missing clean-out outside of #03-311.	0				Plumbing Department
35	0004	402	O	Replace broken ceiling tile.	0				
36	0004	403	M	Replace dryer termination cap on outside.	0				Electrical Department
37	0004	407	M	Wide crack in corridor outside of #407.	0				Structural Department
38	0004	421	O	Remove Storage from mezzanine access room.	3				
39	0004	421	O	Maintain access to fire sprinkler controls at all times.	2				
40	0005	000	O	Install wire management at the computer stations to prevent tangle and trip/fall hazards.	3			Building Wide	
41	0005	000	O	Remove items or storage in mezzanine.	0				
42	0005	503	M	GFCI Cover is missing outside of back door.	0				Electrical Department

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43	0005	503A	M	Replace missing grill on exhaust vent in Time-out Room.	0				Electrical Department
44	0005	503A	M	Exhaust fan cover missing (replace cover).	1				Electrical Department
45	0005	503B	O	Shower hose and sprayer inoperable.	0				Plumbing Department
46	0005	513	O	Surge protectors must plug into dedicated outlets, no piggybacking.	0				
47	0005	513	M	Outlet tripping at computer station.	0				Electrical Department
48	0005	514	O	Install wire management at the computer stations to prevent tangle and trip/fall hazards,	3				
49	0099	506	O	Remove weeds growing off ramp leading to portable.	3			Portable	
50	0099	510	M	Secondary exit top rails are rotted and splintered with exposed nails.	2			Portable	Structural Department
51	0099	510	O	Remove weeds off ramp leading to portable.	0			Portable	
52	0099	510	M	Reinsulate water piping on outside.	0			Portable	Plumbing Department
53	0099	510	M	Handrail is splintered.	0			Portable	Structural Department
54	0099	510	M	Emergency Call Box is not working.	0			Portable	Electrical Department
55	0099	510	M	F.A. strobe in bathroom shield is broken and needs to be replaced.	0			Portable	Electrical Department
END OF SREF INSPECTION REPORT									

A re-inspection of the identified deficiencies will be preformed approximately _____ days subsequent of inspection date. **Re-Inspection Date:** _____

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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:												

X

Leon County
School/Site Administrator