



Memorandum

To: Ms. Delshuana Jackson, Principal, Bond Elementary School
 Mrs. Jamie Steed, 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

Through: Mr. LaRoderick E. McQueen, Building Official

Date: August 30, 2021

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 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 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 E. 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: Mr. William "Billy" Epting, 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) 617-1800 · Fax (850) 617-1800

www.lcscodeenforcement@leoncountyschools.net

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8/30/2021				 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p>		Bond Elementary School				
INSPECTION DATE						SCHOOL/ FACILITY/CAMPUS				
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: 2021-2022		037-1181-118				
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION										
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	Fire extinguisher shall be inspected, recorded on Monthly Fire Extinguisher Report and submitted to the District monthly.	1					
2	0000	000	C	Portables on site for four (4) or more years are required by SREF to have covered walkways.	4			Site-Wide	SREF 5.3	
3	0000	000	O	All water hoses located on outside of all buildings need to be properly kept.	4			Site-Wide		
4	0000	000	M	Chain guards needed on swings at South East playground.	0				Structural Department	
5	0000	000	O	All playground fall surfaces need to be raked daily.	0					
6	0001	000	O	Door chucks are not allowed - remove all door chucks from doors.	1					
7	0001	140	M	Emergency light out in Emergency Mode.	0				Electrical Department	
8	0001	140	O	Replace missing ceiling tile.	0					
9	0002	201	O	Water hose kept on outside of #02-201 needs to be kept on reel when not in use.	0					
10	0002	205	M	Railing needed on stairway to stage.	0				Structural Department	
11	0002	209C	M	Emergency light out in Emergency Mode.	0				Electrical Department	
12	0002	212B	O	Repair hanging shield on light fixture.	0					
13	0002	213	O	Replace missing ceiling tile.	0					
14	0002	214	O	Remove heavy amount of spider webs.	0					

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15	0002	215	O	Unblock mezzanine entrance. Keep area unobstructed at all times.	0					
16	0002	215	O	Remove gas can from mezzanine entrance. All flammable liquids shall be stored in designated flammable liquid area.	0					
17	0002	215	O	Remove old compressor from mezzanine.	0					
18	0003	311	O	No storage allowed in Mezzanine entrance.	1					
19	0003	311	M	Replace broken cleanout cap in ground outside of #03-311.	0				Structural Department	
20	0003	311	M	Light out on East end of mezzanine.	0				Electrical Department	
21	0004	000	M	Label F.D.C. with sign near Bus Loop.	0				Sign Shop	
22	0004	403	M	Replace damaged dryer vent termination outside of #04-403.	0				Structural Department	
23	0004	421	O	Remove storage from mezzanine access room.	5					
24	0004	422	O	Remove storage from South exit. Keep area unobstructed at all times.	0					
25	0005	040	O	Replace stained ceiling tile.	0					
26	0005	513	O	Maintain 18" clearance at fire sprinkler.	0					
27	0005	516	M	Lights out on East end of Mezzanine.	0					
28	0005	516	O	Remove storage items from mezzanine entrance.	0					

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29	0005	516	M	Replace missing FISH # on outside.	0				Sign Shop
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="text" value="YES"/> <input type="text" value="NO"/>				
Reviewed Emergency Generator Report.					<input type="text" value="YES"/> <input type="text" value="NO"/> Emergency Generator Report up-to-date as of SREF Inspection. <input type="text" value="YES"/> <input type="text" value="NO"/>				
Signature of facility administrator attesting to Fire Evacuation Drills and review of inspection report acknowledging awareness of discovered deficiencies:									

X

DeShawna Jackson

Leon County
School/Site Administrator