



Special Services (Oct 2018)

Department

ADMINISTRATIVE SERVICES ADMIN

Account Number

001-121110

Work Request Number	201900128	Problem Location	Counter # 9 or 10
Date Work Requested	10/2/2018 6:01:12 PM	Actual Labor Hours	4.50
Date Work Completed	10/9/2018 10:33:01 AM	Cost of Labor	\$210.38
Requested By	Loretta Blanco	Cost of Parts	\$0.00
Building	North Collier Government Services Center NCGSC	Other Costs	\$0.00
		Total Cost	\$210.38

Work Description

We have disposable equipment and surplus supplies that need to be picked up from our location. We would like to have these items picked up on Friday, October 5th, 2018.

Tradesworker Notes

Kyle Benner: Picked up surplus and disposable, took all surplus items to surplus and will be disposing items when recycle center opens tomorrow 10/9, disposing all items that order to do so at the recycle center

Andrew Fulkroad: Picked up all items from NCGSC. Dropped off surplus items to Richard Fry. 10/9, dropped off items at the Naples recycling center.

Work Request Number	201910718	Problem Location	N/A
Date Work Requested	10/11/2018 2:36:10 PM	Actual Labor Hours	1.00
Date Work Completed	10/12/2018 8:44:13 AM	Cost of Labor	\$46.75
Requested By	Lissett De La Rosa	Cost of Parts	\$0.00
Building	Building F Administration	Other Costs	\$0.00
		Total Cost	\$46.75

Work Description

Please pick-up furniture in the hallway in building F to dispose.

Tradesworker Notes

Chris Cousins: removed to trash

Marc Hatcher: removed to trash

CHARGE:	EXPENDITURE ACCOUNT NO:	001-121110-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$257.13



Special Services (Oct 2018)

Department CAT COLLIER AREA TRANSIT
Account Number 426-138336-646180- 61011.1

Work Request Number	201910752	Problem Location	N/A
Date Work Requested	10/12/2018 8:42:40 AM	Actual Labor Hours	1.00
Date Work Completed	10/15/2018 1:59:45 PM	Cost of Labor	\$0.00
Requested By	Tessie Sillery	Cost of Parts	\$348.96
Building	Building F Administration	Other Costs	\$0.00
		Total Cost	\$348.96
Work Description	5 flags		
Tradesworker Notes	N/A		

CHARGE:	EXPENDITURE ACCOUNT NO:	426-138336-646180- 61011.1-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$348.96



Special Services (Oct 2018)

Department CLERK OF COURTS FINANCE
Account Number 011-311105

Work Request Number	201910914	Problem Location	N/A
Date Work Requested	10/15/2018 3:04:08 PM	Actual Labor Hours	4.75
Date Work Completed	10/18/2018 11:41:18 AM	Cost of Labor	\$222.06
Requested By	Erin Roxberry	Cost of Parts	\$0.00
Building	Building L1 Courthouse Annex	Other Costs	\$0.00
		Total Cost	\$222.06

Work Description

Could you please give us a quote to move the furniture (detailed as attached) from the 3rd floor of the Annex to the 4th Floor of Bldg F? I have a picture of each piece that we want moved. The layout has chairs and a potential table on it, but I can find those and get them over. We just need help with the 4 big items pictured. Thank you.

Tradesworker Notes

Chris Cousins: sent quote 280.50 on 10/16, moved furniture from annex to F
 Marc Hatcher: moved furniture from annex to F
 Richard Paquette: moved furniture from annex to F

CHARGE:	EXPENDITURE ACCOUNT NO:	011-311105-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$222.06



Special Services (Oct 2018)

Department

CLERK OF COURTS -MIS (DATA PROCESSING)

Account Number

011-311712-646180

Work Request Number	201846826	Problem Location	Jill Lennon's Office
Date Work Requested	10/1/2018 8:11:19 AM	Actual Labor Hours	3.00
Date Work Completed	10/4/2018 8:41:38 AM	Cost of Labor	\$140.25
Requested By	Wayne Fyffe	Cost of Parts	\$0.00
Building	Building L1 Courthouse Annex	Other Costs	\$0.00
		Total Cost	\$140.25

Work Description

Install wall mount TV bracket and 65" TV in Jill Lennon's office, 4th floor courthouse annex. Please see Tami Ortiz x 2038 or Wayne Fyffe x8892 for access/scheduling. Jill is on vacation this week so if possible complete by Friday, 10/5/18. Wall bracket and TV are both located in Jill's office.

Tradesworker Notes

Chris Cousins: Assisted with tv installation

Marc Hatcher: Cut backer board in shop and painted. Installed TV in office

Richard Paquette: Cut backer board in shop and paint it . Installed tv in office.

CHARGE:	EXPENDITURE ACCOUNT NO:	011-311712-646180-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$140.25



Special Services (Oct 2018)

Department DAS DOMESTIC ANIMAL SERVICES
Account Number 001-155410

Work Request Number	201900044	Problem Location	Baydoor
Date Work Requested	10/1/2018 6:18:38 PM	Actual Labor Hours	2.10
Date Work Completed	10/4/2018 3:41:25 PM	Cost of Labor	\$98.18
Requested By	Kellie Carroll	Cost of Parts	\$0.00
Building	DAS Sallyport / Stray Cat Building 2	Other Costs	\$380.00
		Total Cost	\$478.18
Work Description			
Baydoor not closing - needs to be secured.			
Tradesworker Notes			
Enrique Iglesias: Door secured, need new control and fixe the pin in the arm is loose.			
Work Request Number	201911203	Problem Location	N/A
Date Work Requested	10/19/2018 12:05:29 PM	Actual Labor Hours	0.00
Date Work Completed	10/26/2018 2:07:35 PM	Cost of Labor	\$0.00
Requested By	Kevin Brock	Cost of Parts	\$0.00
Building	DAS Adoption Kennel Building 3	Other Costs	\$6,050.00
		Total Cost	\$6,050.00
Work Description			
Jet & Camera Drains			
Tradesworker Notes			
BC PLUMBING: .			

CHARGE:	EXPENDITURE ACCOUNT NO:	001-155410-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$6,528.18



Special Services (Oct 2018)

Department EAGLE LAKES COMMUNITY PARK ELCP
Account Number 111-156398

Work Request Number	201911335	Problem Location	N/A
Date Work Requested	10/22/2018 1:20:21 PM	Actual Labor Hours	1.00
Date Work Completed	10/23/2018 1:45:12 PM	Cost of Labor	\$46.75
Requested By	Ann Simpson	Cost of Parts	\$59.48
Building	Eagle Lakes Park ELCP Field House	Other Costs	\$0.00
		Total Cost	\$106.23
Work Description			
VANDALISM: Report from janitorial - all toilet paper dispensers have been broken. May need to replace with stainless. Whatever is put in, please bring all keys back to W so they can be given to janitorial. There are at least 10 stalls between the 2 restrooms. Pictures attached.			
Tradesworker Notes			
Brian Haugrud: Complete			

CHARGE:	EXPENDITURE ACCOUNT NO:	111-156398-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$106.23



Special Services (Oct 2018)

Department EMS
Account Number 490-144610

Work Request Number	201844949	Problem Location	N/A
Date Work Requested	9/4/2018 11:03:35 AM	Actual Labor Hours	0.00
Date Work Completed	10/9/2018 1:02:42 PM	Cost of Labor	\$0.00
Requested By	Geoffrey Swets	Cost of Parts	\$0.00
Building	EMS Station 30 / CCSO Sub	Other Costs	\$1,680.00
		Total Cost	\$1,680.00

Work Description

Door remote will not activate front bay door. Door still operates from wall panel and rear bay door operates from remote.

Tradesworker Notes

Jerry Shukes: .
 From: SwetsGeoffrey
 Sent: Saturday, September 8, 2018 7:13 AM
 To: DL-FMOPS
 Cc: CampsJuan ; GastineauBruce ; BayArtie ; VilaMatt ; WilliamsonMichele
 Subject: RE: Please Approve Special Service Work Request No. 201844949

Yes, please replace the door remote.

Replace door remote with 4 button remote that will work with all 4 bay doors at Station 30

Thanks

Geoffrey Swets, Battalion Chief

Work Request Number	201846397	Problem Location	N/A
Date Work Requested	9/26/2018 10:18:41 AM	Actual Labor Hours	1.00
Date Work Completed	10/3/2018 8:50:28 AM	Cost of Labor	\$0.00
Requested By	Dave Becker	Cost of Parts	\$0.00
Building	Building W Facilities Management	Other Costs	\$149.42
		Total Cost	\$149.42

Work Description

Need a new American flag at EMS Station 75. Please contact Dave Becker @ 272-6729 or 252-5294 for flag pick up at Facilities Management.

Tradesworker Notes

Justin Fosgate: Flags were dropped of at EMS#75 and we picked up the old flags to retire.

Work Request Number	201910486	Problem Location	By front door entrance
Date Work Requested	10/8/2018 1:03:21 PM	Actual Labor Hours	2.00
Date Work Completed	10/10/2018 7:48:00 AM	Cost of Labor	\$93.50
Requested By	Matthew Vila	Cost of Parts	\$0.00
Building	EMS Station #71	Other Costs	\$27.98
		Total Cost	\$121.48

Work Description

Outside wall flag missing, please replace

Tradesworker Notes

Kyle Benner: complete

Andrew Fulkroad: Purchased new flag and pole setup and installed on exterior wall by front door.

CHARGE:	EXPENDITURE ACCOUNT NO:	490-144610-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$1,950.90



Special Services (Oct 2018)

Department GOLDEN GATE ESTATES LIBRARY
Account Number 001-156145

Work Request Number	201910494	Problem Location	Inside
Date Work Requested	10/8/2018 1:40:59 PM	Actual Labor Hours	14.00
Date Work Completed	10/19/2018 3:05:54 PM	Cost of Labor	\$654.50
Requested By	William Wilkins	Cost of Parts	\$20.21
Building	Golden Gate Estates Library	Other Costs	\$55.40
		Total Cost	\$730.11

Work Description
 They have two rooms that need to be painted. Both of the rooms are right next each other in the entrance of the library. See Susan for colors. The contact person there is Susan thanks.

Tradesworker Notes
 Kyle Benner: Spoke with staff on picking a color
 Andrew Fulkroad: Snowbound 7004. 10/16, removed shelving from the walls and moved to the center of the room. 10/18, painted the walls of both rooms with 2 coats of paint. 10/19, prepped and painted the base boards and door frames for both rooms with 2 coats of white paint.

CHARGE:	EXPENDITURE ACCOUNT NO:	001-156145-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$730.11



Special Services (Oct 2018)

Department HEALTH DEPARTMENT
Account Number 001-155810

Work Request Number	201900206	Problem Location	East Side
Date Work Requested	10/3/2018 4:41:46 PM	Actual Labor Hours	2.00
Date Work Completed	10/9/2018 3:56:43 PM	Cost of Labor	\$93.50
Requested By	Camilo Torres	Cost of Parts	\$0.00
Building	Building H Health	Other Costs	\$36.00
		Total Cost	\$129.50

Work Description

Can you please place some "No Parking" signs on the east side of bldg. H. lots of people are parking on the side of the road. Please see attached pictures.
 Thank you
 Camilo 239-293-3000

Tradesworker Notes

Troy Pirosseno: make three signs and install

Work Request Number	201900267	Problem Location	N/A
Date Work Requested	10/4/2018 1:16:55 PM	Actual Labor Hours	0.25
Date Work Completed	10/10/2018 11:12:44 AM	Cost of Labor	\$11.69
Requested By	Glenn Church	Cost of Parts	\$0.00
Building	Building W Facilities Management	Other Costs	\$300.00
		Total Cost	\$311.69

Work Description

60 badges access badges at \$5.00 each = \$300 to be supplied.

Tradesworker Notes

From: Church, Glenn J
 Sent: Friday, October 5, 2018 8:08 AM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201900267

Approved.

Thank you.

Glenn Church

CHARGE:	EXPENDITURE ACCOUNT NO:	001-155810-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$441.19



Special Services (Oct 2018)

Department

HHVS HOUSING HUMAN & VETERANS SERVICES

Account Number

111-138759-646180

Work Request Number	201845868	Problem Location	N/A
Date Work Requested	9/18/2018 12:52:33 PM	Actual Labor Hours	1.50
Date Work Completed	10/3/2018 2:04:01 PM	Cost of Labor	\$70.13
Requested By	Barbetta Hutchinson	Cost of Parts	\$319.48
Building	Building H Health	Other Costs	\$0.00
		Total Cost	\$389.61
Work Description			
pick up and dispose of desk, printer, and fax machine			
Tradesworker Notes			
Kyle Benner: Complete			
Andrew Fulkroad: Picked up requested items and disposed of items.			

CHARGE:	EXPENDITURE ACCOUNT NO:	111-138759-646180-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$389.61



Special Services (Oct 2018)

Department HR HUMAN RESOURCES ADMIN
Account Number 001-121810

Work Request Number	201910700	Problem Location	N/A
Date Work Requested	10/11/2018 12:58:36 PM	Actual Labor Hours	8.00
Date Work Completed	10/16/2018 10:55:30 AM	Cost of Labor	\$374.00
Requested By	Kathlene Drew	Cost of Parts	\$0.00
Building	Building B Human Resources	Other Costs	\$0.00
		Total Cost	\$374.00

Work Description

need some furniture built please contact Kathlene would like done 10/15 or 10/16

Tradesworker Notes

Chris Cousins: complete

Marc Hatcher: Assembledesk and cabinets will return to finish book shelf hang cork board

Larry Mazzone: complete

Richard Paquette: Completed all assembly of office furniture

From: DrewKathlene

Sent: Thursday, October 11, 2018 2:32 PM

To: DL-FMOPS

Cc: VillarBerta

Subject: RE: Please Approve Special Service Work Request No. 201910700

Approved

Work Request Number	201911460	Problem Location	N/A
Date Work Requested	10/24/2018 11:39:45 AM	Actual Labor Hours	1.00
Date Work Completed	10/25/2018 10:15:24 AM	Cost of Labor	\$46.75
Requested By	Kathlene Drew	Cost of Parts	\$0.00
Building	Building B Human Resources	Other Costs	\$0.00
		Total Cost	\$46.75

Work Description

Please assist in removing a wooden desk from Building B HR to be disposed of. The desk is located outside of Berta's Office. The asset form is attached to the desk.

Tradesworker Notes

Chris Cousins: Complete

Brian Haugrud: Complete

From: DrewKathlene

Sent: Wednesday, October 24, 2018 1:44 PM

To: DL-FMOPS

Subject: RE: Please Approve Special Service Work Request No. 201911460

Approved. Thank you!

CHARGE:	EXPENDITURE ACCOUNT NO:	001-121810-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$420.75



Special Services (Oct 2018)

Department JAIL HOLDING CELLS (ALL JAIL LOCATIONS)
Account Number 040-623010

Work Request Number	201900264	Problem Location	KITCHEN
Date Work Requested	10/4/2018 11:36:17 AM	Actual Labor Hours	2.00
Date Work Completed	10/24/2018 3:45:27 PM	Cost of Labor	\$93.50
Requested By	Earl Hall	Cost of Parts	\$0.00
Building	Building J1 Old Jail	Other Costs	\$0.00
		Total Cost	\$93.50

Work Description

KITCHEN In need of 1 25 foot braided hose for the kitchen. Thanks Mike

Tradesworker Notes

Mike Krietemeyer: Complete
 From: Christina Cruz - 2841
 Sent: Thursday, November 1, 2018 7:35 AM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Jail Work Request No. 201900264

Approved

Work Request Number	201900265	Problem Location	KITCHEN
Date Work Requested	10/4/2018 11:37:12 AM	Actual Labor Hours	2.00
Date Work Completed	10/24/2018 3:45:05 PM	Cost of Labor	\$93.50
Requested By	Earl Hall	Cost of Parts	\$0.00
Building	Building J1 Old Jail	Other Costs	\$0.00
		Total Cost	\$93.50

Work Description

KITCHEN In need of one 10 foot hose for the kitchen. Thanks mike

Tradesworker Notes

Mike Krietemeyer: Complete
 -----Original Message-----
 From: Earl Hall - 2946
 Sent: Thursday, October 25, 2018 9:45 AM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201900265

approved

CHARGE:	EXPENDITURE ACCOUNT NO:	040-623010-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$187.00



Special Services (Oct 2018)

Department MUSEUM
Account Number 198-157410

Work Request Number	201910619	Problem Location	electric at event area/former chickee stage
Date Work Requested	10/10/2018 10:07:24 AM	Actual Labor Hours	5.50
Date Work Completed	10/29/2018 2:09:47 PM	Cost of Labor	\$257.13
Requested By	Pamela Miner	Cost of Parts	\$76.86
Building	Museum Main Building	Other Costs	\$0.00
		Total Cost	\$333.99
Work Description			
place one (1) quad receptacle at electric box			
Tradesworker Notes			
Manuel Marrero: I check the job .and materials Will need it, install water proof box and cover with gfci receptico and duplex receptico as load . So they have ability to plug 4 cord from there . And make connection .			

CHARGE:	EXPENDITURE ACCOUNT NO:	198-157410-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$333.99



Special Services (Oct 2018)

Department

NATURAL RESOURCES POLLUTION CONTROL - WATER POLLUTION

Account Number

114-178975

Work Request Number	201900041	Problem Location	Main Laboratory
Date Work Requested	10/1/2018 4:59:31 PM	Actual Labor Hours	1.00
Date Work Completed	10/9/2018 2:01:44 PM	Cost of Labor	\$46.75
Requested By	Melissa Gillett	Cost of Parts	\$0.00
Building	Building H Health	Other Costs	\$157.36
		Total Cost	\$204.11

Work Description

Eyewash system water trickles out instead of steady flow.

Tradesworker Notes

Kevin Brock: Install parts
 From: GillettMelissa
 Sent: Wednesday, October 3, 2018 3:48 PM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201900041

Thank you and yes let's move forward.

CHARGE:

EXPENDITURE ACCOUNT NO:

114-178975-646180

CREDIT:

REVENUE ACCOUNT NO:

001-122240-487400

AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____

DATE: _____

AMOUNT APPROVED:

\$204.11



Special Services (Oct 2018)

Department NORTH COLLIER RDOC
Account Number 470-173434

Work Request Number	201846211	Problem Location	two signs at front gate area
Date Work Requested	9/24/2018 9:18:18 AM	Actual Labor Hours	1.50
Date Work Completed	10/2/2018 3:01:41 PM	Cost of Labor	\$70.13
Requested By	Angela Klein	Cost of Parts	\$0.00
Building	North Collier Recycling Center NCRC	Other Costs	\$32.00
		Total Cost	\$102.13

Work Description

the sign on the post and the sign on the front gate need to be changed. they now say Tuesday - Saturday and need to be changed to Monday - Saturday.

Tradesworker Notes

Troy Pirosseno: print and laminate two new signs and install
 From: KleinAngela
 Sent: Tuesday, October 2, 2018 10:17 AM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201846211

Work was completed 10-1-2018

Thank you,
 Angela Klein
 252-8617

CHARGE:	EXPENDITURE ACCOUNT NO:	470-173434-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$102.13



Special Services (Oct 2018)

Department PARKS & OTHER PROPERTIES
Account Number 111-156332

Work Request Number	201910672	Problem Location	N/A
Date Work Requested	10/11/2018 7:59:52 AM	Actual Labor Hours	0.50
Date Work Completed	10/11/2018 2:16:59 PM	Cost of Labor	\$23.38
Requested By	Ann Simpson	Cost of Parts	\$74.71
Building	Bayview Park Restroom	Other Costs	\$0.00
		Total Cost	\$98.09

Work Description

Please replace the US flag - current one is ripped.

Tradesworker Notes

Brian Haugrud: Complete

Work Request Number	201911116	Problem Location	Both Restrooms
Date Work Requested	10/18/2018 9:40:54 AM	Actual Labor Hours	1.00
Date Work Completed	10/22/2018 9:13:49 AM	Cost of Labor	\$46.75
Requested By	Ann Simpson	Cost of Parts	\$0.00
Building	Immokalee Airport Park Men's Restroom	Other Costs	\$0.00
		Total Cost	\$46.75

Work Description

Both restrooms - all toilet paper dispensers need to be replaced with the stainless ones as janitorial found on 10/18, that all dispensers have been broken and toilet paper taken.

Tradesworker Notes

Ramon Arca: work completed
 From: SimpsonAnn
 Sent: Thursday, October 18, 2018 9:41 AM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201911116

Approved

Respectfully,

Ann G. Simpson, FMP
Contract Compliance

CHARGE:	EXPENDITURE ACCOUNT NO:	111-156332-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$144.84



Special Services (Oct 2018)

Department PARKS & REC BEACHES
Account Number 001-156363

Work Request Number	201910849	Problem Location	Various
Date Work Requested	10/15/2018 8:56:45 AM	Actual Labor Hours	0.75
Date Work Completed	10/25/2018 8:26:40 AM	Cost of Labor	\$35.06
Requested By	Jake Sullivan	Cost of Parts	\$0.00
Building	Clam Pass Toll Booth	Other Costs	\$60.00
		Total Cost	\$95.06
Work Description			
Need heavy duty padlocks keyed to PR key for Park Ranger use. Thanks			
Tradesworker Notes			
John Kennedy: key two heavy duty padlocks			

CHARGE:	EXPENDITURE ACCOUNT NO:	001-156363-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$95.06



Special Services (Oct 2018)

Department PARKS & REC E. NAPLES COMMUNITY PARK
Account Number 111-156381

Work Request Number	201845946	Problem Location	signage
Date Work Requested	9/19/2018 1:45:54 PM	Actual Labor Hours	2.00
Date Work Completed	10/4/2018 8:29:59 AM	Cost of Labor	\$93.50
Requested By	Kathy Topoleski	Cost of Parts	\$0.00
Building	East Naples Park ENCP Comm Center	Other Costs	\$150.00
		Total Cost	\$243.50
Work Description			
I need a banner made for our upcoming Halloween Event. Peg will e-mail Troy design.			
Tradesworker Notes			
Troy Pirosseno: Print two banners, hem and grommet			

CHARGE:	EXPENDITURE ACCOUNT NO:	111-156381-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$243.50



Special Services (Oct 2018)

Department

PARKS & REC GOLDEN GATE COMMUNITY CENTER

Account Number

130-157710

Work Request Number	201900078	Problem Location	N/A
Date Work Requested	10/2/2018 10:23:11 AM	Actual Labor Hours	11.50
Date Work Completed	10/22/2018 8:10:17 AM	Cost of Labor	\$537.63
Requested By	Vickie Wilson	Cost of Parts	\$6.69
Building	Golden Gate Community Center	Other Costs	\$38.05
		Total Cost	\$582.37

Work Description

2 Benches at Flag Pole area need to have new seating planks put on. They are currently wooden and it looks horrible, paint doesn't stay on. Frames are in great shape.

Tradesworker Notes

Kyle Benner: Cut blanks to size for benches , got hardware, scraped and repainted bench stands , then installed all new where deck blanks to bench stands

Andrew Fulkroad: Getting quotes approved and PO's cut for material.

CHARGE:

EXPENDITURE ACCOUNT NO:

130-157710-646180

CREDIT:

REVENUE ACCOUNT NO:

001-122240-487400

AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____

DATE: _____

AMOUNT APPROVED:

\$582.37



Special Services (Oct 2018)

Department

PARKS & REC IMMOKALEE PARKS & OTHER PROPERTIES

Account Number

111-156334

Work Request Number	201911003	Problem Location	sign shop
Date Work Requested	10/16/2018 1:58:57 PM	Actual Labor Hours	4.00
Date Work Completed	10/18/2018 7:48:21 AM	Cost of Labor	\$187.00
Requested By	Annie Alvarez	Cost of Parts	\$0.00
Building	Immokalee Comm Park	Other Costs	\$412.00
		Total Cost	\$599.00

Work Description

Pleas make four 10 foot banners for 2018 Christmas boots and gala

Tradesworker Notes

Troy Pirosseno: print and hem 4 -10 foot banners
Approved

Recreationally Yours,
Anais Alvarez,CPRP "Annie"

Regional Manager
Collier County Parks and Recreation
321 N 1st
Immokalee,FL34142
239 252 7255

CHARGE:	EXPENDITURE ACCOUNT NO:	111-156334-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$599.00



Special Services (Oct 2018)

Department PARKS & REC SPECIAL EVENTS
Account Number 001-156334

Work Request Number	201910964	Problem Location	NCRP
Date Work Requested	10/16/2018 8:26:25 AM	Actual Labor Hours	4.00
Date Work Completed	10/16/2018 3:51:09 PM	Cost of Labor	\$187.00
Requested By	Peg Ruby	Cost of Parts	\$0.00
Building	NCRP Administration	Other Costs	\$225.00
		Total Cost	\$412.00
Work Description			
Please make three 8 foot banners and 12 yard signs for up coming event Halloween Party NCRP			
Tradesworker Notes			
Troy Pirosseno: print banners and yard signs for special event Approved For Special Services			
Respectfully,			
Peg Ruby Events & Marketing Coordinator			

CHARGE:	EXPENDITURE ACCOUNT NO:	001-156334-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$412.00



Special Services (Oct 2018)

Department Parks & Recreation Maintenance
Account Number 001-156338

Work Request Number	201845595	Problem Location	N/A
Date Work Requested	9/13/2018 11:33:59 AM	Actual Labor Hours	0.00
Date Work Completed	10/9/2018 8:56:45 AM	Cost of Labor	\$0.00
Requested By	Christal Segura	Cost of Parts	\$0.00
Building	Pepper Ranch Main Lodge	Other Costs	\$1,036.01
		Total Cost	\$1,036.01

Work Description

ice machine not working also needs to be cleaned

Tradesworker Notes

B & I Contractors: .
 "Tech: John Edward Sheu, Date: 9/18/18 11:27 AM - Found condenser motor hanging up, get free and ran machine through 2 cycles having to reset each time. There are no lights on side controls, maybe problems, waiting on MFGGR call back.
 Tech: John Edward Sheu, Date: 9/18/18 2:33 PM - Found touch pad not working ordered new pad and wire harness
 Tech: John Edward Sheu, Date: 9/27/18 12:49 PM - Picked up new parts at shop installed in machine restarted machine ran through several cycles checked cube size all ok at this time
 Tech: John Edward Sheu, Date: 9/27/18 12:59 PM - Ran cleaner through machine and flush out through clean cycles all clean now
 Tech: John Edward Sheu, Date: 9/27/18 1:10 PM - Complete now"

Work Request Number	201845646	Problem Location	N/A
Date Work Requested	9/14/2018 8:08:26 AM	Actual Labor Hours	2.00
Date Work Completed	10/19/2018 3:01:01 PM	Cost of Labor	\$93.50
Requested By	Gary Stagg	Cost of Parts	\$0.00
Building	NCRP Recplex / Gymnasium	Other Costs	\$100.00
		Total Cost	\$193.50

Work Description

need locks and keys contact Gary for more info

Tradesworker Notes

John Kennedy: bill to Jeff Bell, key 2 pad locks, cut and stamp 25 keys, cut and stamp 8 keys

Work Request Number	201910728	Problem Location	N/A
Date Work Requested	10/11/2018 3:23:58 PM	Actual Labor Hours	1.00
Date Work Completed	10/15/2018 1:59:06 PM	Cost of Labor	\$0.00
Requested By	Michael Toolan	Cost of Parts	\$249.96
Building	Sugden Park SRP Maintenance Building	Other Costs	\$149.42
		Total Cost	\$399.38

Work Description

(2) American flags 5x8
(2) county flags

Tradesworker Notes

N/A

CHARGE:	EXPENDITURE ACCOUNT NO:	001-156338-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$1,628.89



Special Services (Oct 2018)

Department

PUD MERCANTILE OPERATIONS CENTER

Account Number

408-210106

Work Request Number	201910568	Problem Location	Customer Service Supervisor Office
Date Work Requested	10/9/2018 12:00:42 PM	Actual Labor Hours	6.50
Date Work Completed	10/17/2018 3:06:34 PM	Cost of Labor	\$303.88
Requested By	Lisa Hendrickson	Cost of Parts	\$0.00
Building	Public Utilities Mercantile East	Other Costs	\$124.95
		Total Cost	\$428.83

Work Description

Supervisor needs office repainted. Contact Timothy Kallenbach x5817 for office details.

Tradesworker Notes

Kyle Benner: Spoke with Tim on painting his office on the reason why the hold up of painting his office

Andrew Fulkroad: Spoke with Timothy and explained that we are waiting for the county color standardization to be completed and for the new sherwin Williams PO to be squared away so we can purchase paint. Once this is complete we will return to complete the work. Agreeable gray 7029. 10/17, painted Timothy's office, complete.

Work Request Number	201910778	Problem Location	N/A
Date Work Requested	10/12/2018 3:49:42 PM	Actual Labor Hours	1.50
Date Work Completed	10/16/2018 12:31:22 PM	Cost of Labor	\$70.13
Requested By	Lisa Hendrickson	Cost of Parts	\$0.00
Building	Public Utilities Mercantile East	Other Costs	\$0.00
		Total Cost	\$70.13

Work Description

have the attached items moved to the Procurement Bldg, C2 Loading Dock (printers)

Tradesworker Notes

Kyle Benner: Picked up printer loading cartridges

Andrew Fulkroad: Picked up printers and delivered to surplus.

Brian Haugrud: Complete.

Work Request Number	201910779	Problem Location	N/A
Date Work Requested	10/12/2018 3:55:34 PM	Actual Labor Hours	2.75
Date Work Completed	10/16/2018 12:30:51 PM	Cost of Labor	\$128.56
Requested By	Lisa Hendrickson	Cost of Parts	\$0.00
Building	Public Utilities Mercantile East	Other Costs	\$0.00
		Total Cost	\$128.56

Work Description

have the attached items moved to the Procurement Bldg, C2 Loading Dock (Cabinets) Disposed off

Tradesworker Notes

Kyle Benner: Picked up printer

Chris Cousins: Loaded cabinets

Andrew Fulkroad: complete

Brian Haugrud: Complete. Took approximately 11 to 12 steel cabinets to Garden Street

CHARGE:	EXPENDITURE ACCOUNT NO:	408-210106-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$627.52



Special Services (Oct 2018)

Department PUD OPS SUPPORT
Account Number 408-210111

Work Request Number	201910560	Problem Location	N/A
Date Work Requested	10/9/2018 10:37:12 AM	Actual Labor Hours	0.00
Date Work Completed	10/9/2018 10:39:17 AM	Cost of Labor	\$0.00
Requested By	James Williams	Cost of Parts	\$0.00
Building	PU Public Utilities Orange Tree	Other Costs	\$1,012.88
		Total Cost	\$1,012.88
Work Description			
Security officer is stuck inside of this location. please assist him in getting out and fixing the gate while on site. 11-120			
Tradesworker Notes			
Jerry Shukes: .			

CHARGE:	EXPENDITURE ACCOUNT NO:	408-210111-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$1,012.88



Special Services (Oct 2018)

Department SOLID WASTE ADMIN
Account Number 470-173410

Work Request Number	201910868	Problem Location	N/A
Date Work Requested	10/15/2018 10:07:32 AM	Actual Labor Hours	0.25
Date Work Completed	10/25/2018 11:18:43 AM	Cost of Labor	\$11.69
Requested By	Joseph Mcclamma	Cost of Parts	\$0.00
Building	North East Recycling Drop-Off Center (NERC)	Other Costs	\$0.00
		Total Cost	\$11.69

Work Description

Install refrigerator and water line

Tradesworker Notes

Kevin Brock: .
This is a special service. Customer has elected to install it himself.- Kevin Brock

Work Request Number	201911220	Problem Location	N/A
Date Work Requested	10/19/2018 3:06:14 PM	Actual Labor Hours	57.00
Date Work Completed	10/30/2018 8:08:11 PM	Cost of Labor	\$2,664.75
Requested By	Raquel Ovares	Cost of Parts	\$0.00
Building	Building H Health	Other Costs	\$483.15
		Total Cost	\$3,147.90

Work Description

The new table is supposed to arrive on October 30th, I blocked off the conference room c in building h from October 25-30th. I hope this gives you the time you need to paint the conference room and to add the chair trim as well. If you can please let me know if you have any other additional questions

Conference room C would like to paint it (contact Raquel for more info)
Bottom half-Moonlite orchid
top -Destiny
white trim

Tradesworker Notes

Marc Hatcher: Paint crown molding chair rail and base and door frame paint room twice

Richard Paquette: 10/30.. painted and complete
From: OvaresRaquel
Sent: Wednesday, November 7, 2018 12:08 PM
To: HaileyVoegerlVEN
Cc: WertzThor
Subject: RE: Please approve special service

Good Morning Hailey,

Approved, if you can please bill it to 173410-634980- Interdept Payment

Respectfully,

Raquel Ovares
GIS Technician

CHARGE:	EXPENDITURE ACCOUNT NO:	470-173410-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$3,159.59



Special Services (Oct 2018)

Department SOLID WASTE NAPLES RECYCLING CENTER
Account Number 470-173441

Work Request Number	201846079	Problem Location	N/A
Date Work Requested	9/21/2018 10:59:47 AM	Actual Labor Hours	3.00
Date Work Completed	10/1/2018 3:58:23 PM	Cost of Labor	\$140.25
Requested By	Chris Alcorn	Cost of Parts	\$0.00
Building	Building W Facilities Management	Other Costs	\$45.00
		Total Cost	\$185.25

Work Description
 4 signs need to be updated to the 8.5x11 page Chris Alcorn left at Ops Center.. The signs will need to be Approx. 2x3 feet. Can't be started until board approves the new rates. Chris Alcorn left samples of the old signs.
 Signs will be picked up Please contact Chris regarding any questions @ 252-8478 or Call Joseph McClamma @ 239-601-1437

Tradesworker Notes
 Troy Pirosseno: print new signs and create one new board sign

CHARGE:	EXPENDITURE ACCOUNT NO:	470-173441-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$185.25



Special Services (Oct 2018)

Department TAX COLLECTOR
Account Number 070-081010

Work Request Number	201911398	Problem Location	Public bathroom
Date Work Requested	10/23/2018 10:59:56 AM	Actual Labor Hours	2.00
Date Work Completed	10/29/2018 2:04:34 PM	Cost of Labor	\$93.50
Requested By	Leila Varcoe	Cost of Parts	\$89.22
Building	Tax Collector Green Tree	Other Costs	\$29.97
		Total Cost	\$212.69

Work Description

They recently installed new toilet paper holders but they are the wrong size in employee bathroom please have them correct Site contact Nayda Avila 598-2525

Tradesworker Notes

Andrew Fulroad: Installed 3 new double roll TP dispensers. Removed old dispensers and patches holes. Will return to touch up paint. 10/29, sanded and painted patched areas.
 From: Leila Varcoe
 Sent: Tuesday, October 23, 2018 11:02 AM
 To: DL-FMOPS
 Cc: Nayda Avila
 Subject: RE: Please Approve Special Service Work Request No. 201911398

This is approved.

Leila Varcoe
Executive Assistant

Work Request Number	201911484	Problem Location	N/A
Date Work Requested	10/24/2018 3:01:09 PM	Actual Labor Hours	0.00
Date Work Completed	10/26/2018 2:08:58 PM	Cost of Labor	\$0.00
Requested By	Leila Varcoe	Cost of Parts	\$0.00
Building	Tax Collector Eagle Creek	Other Costs	\$175.26
		Total Cost	\$175.26

Work Description

Someone from facilities came out to fix our public bathroom and I showed him the employee one was leaking and he said that was nothing he could do but now its really leaking. Site Contact Geri Garcia 417-3038

Tradesworker Notes

BC PLUMBING: .
 From: Leila Varcoe
 Sent: Wednesday, October 24, 2018 3:45 PM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201911484

This is approved.

Leila Varcoe

CHARGE:	EXPENDITURE ACCOUNT NO:	070-081010-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$387.95



Special Services (Oct 2018)

Department WASTEWATER ADMIN
Account Number 408-210120

Work Request Number	201844106	Problem Location	N/A
Date Work Requested	8/23/2018 9:48:26 AM	Actual Labor Hours	2.00
Date Work Completed	10/15/2018 7:56:04 AM	Cost of Labor	\$93.50
Requested By	Donny Lankton	Cost of Parts	\$0.00
Building	NWP - Vanderbilt - Administrative / Process Control Offices	Other Costs	\$1,081.20
		Total Cost	\$1,174.70
Work Description			
a/c 10 returns and 15 vents want to change to white			
Tradesworker Notes			
Rubin Fradeus: Checked all the registers requested to be change. Take measurements.....will find out if this is not a special service looks like before ordering and scheduling the job.			

CHARGE:	EXPENDITURE ACCOUNT NO:	408-210120-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$1,174.70



Special Services (Oct 2018)

Department WATER OP ADMIN
Account Number 408-210125

Work Request Number	201911814	Problem Location	N/A
Date Work Requested	10/30/2018 1:43:12 PM	Actual Labor Hours	7.00
Date Work Completed	10/31/2018 1:34:58 PM	Cost of Labor	\$327.25
Requested By	Josiah Arizmendi	Cost of Parts	\$0.00
Building	Building H Health	Other Costs	\$0.00
		Total Cost	\$327.25
Work Description			
Move conference room table from building H to the South water plant conference room.(3851 City Gate Drive)			
Tradesworker Notes			
Marc Hatcher: Pick up table and deliver and assemble			
Richard Paquette: Removed.. delivered and reassembled table at south water plant			

CHARGE:	EXPENDITURE ACCOUNT NO:	408-210125-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$327.25



Special Services (Oct 2018)

Grand Total:	\$23,516.90
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