



# Special Services (Jun 2019)

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

<b>Work Request Number</b>	201975164	<b>Problem Location</b>	Exit gate
<b>Date Work Requested</b>	5/29/2019 1:42:28 PM	<b>Actual Labor Hours</b>	3.00
<b>Date Work Completed</b>	6/25/2019 7:38:40 AM	<b>Cost of Labor</b>	\$70.13
<b>Requested By</b>	Brett Weingarten	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Cat Transfer Station (Parking Garage #2)	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$70.13

**Work Description**

Exit gate making metal on metal grinding noises when going up and down

**Tradesworker Notes**

Manuel Marrero: We open the unit operated múltiplos times for find the Origen to the sound and , result was the piñon attached the motor and the belt is damage we can have the solución , contact operation because the gate have to remain open until contractor come and take care . We desconnect the unit to the power for avoiding more damage .

Atlas Door & Gate: complete

<b>Work Request Number</b>	201975553	<b>Problem Location</b>	CAT Exit Gate
<b>Date Work Requested</b>	6/3/2019 6:29:26 PM	<b>Actual Labor Hours</b>	2.00
<b>Date Work Completed</b>	6/25/2019 7:41:58 AM	<b>Cost of Labor</b>	\$93.50
<b>Requested By</b>	Officer Granquist	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Cat Transfer Station (Parking Garage #2)	<b>Other Costs</b>	\$5,810.00
		<b>Total Cost</b>	\$5,903.50

**Work Description**

UPDATE 6/3: On-call electrician says the motor is making noises and needs to be looked at by the gate company.

CAT exit gate stuck in the open position.

**Tradesworker Notes**

Enrique Iglesias: Done

Atlas Door & Gate: complete approved  
CC-532

<b>Work Request Number</b>	201976305	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/12/2019 4:29:24 PM	<b>Actual Labor Hours</b>	2.00
<b>Date Work Completed</b>	6/13/2019 3:46:50 PM	<b>Cost of Labor</b>	\$93.50
<b>Requested By</b>	Yousi Cardeso	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Cat Morande Administration	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$93.50

**Work Description**

PTNE needs furniture taken to scrap. All furniture is at CAT on Radio Rd scattered around both buildings. Please contact me to identify the furniture.

**Tradesworker Notes**

Chris Cousins: Took to recycle

Brian Haugrud: scheduled 6/13 took to recycle



# Special Services (Jun 2019)

<b>Work Request Number</b>	201976306	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/12/2019 4:31:02 PM	<b>Actual Labor Hours</b>	5.00
<b>Date Work Completed</b>	6/13/2019 1:53:25 PM	<b>Cost of Labor</b>	\$233.75
<b>Requested By</b>	Yousi Cardeso	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Cat Morande Administration	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$233.75

**Work Description**

PTNE needs furniture moved to surplus. All furniture is at CAT on Radio Rd scattered around both buildings. Please contact me to identify the furniture.

**Tradesworker Notes**

Kyle Benner: Picked up items and took to surplus  
 Chris Cousins: Picked up items and took to surplus  
 Andrew Fulkroad: Picked up items and took to surplus  
 Brian Haugrud: scheduled 6/13 Picked up items and took to surplus

<b>Work Request Number</b>	201976352	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/13/2019 2:23:39 PM	<b>Actual Labor Hours</b>	1.00
<b>Date Work Completed</b>	6/13/2019 3:42:42 PM	<b>Cost of Labor</b>	\$46.75
<b>Requested By</b>	Yousi Cardeso	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Cat Morande Administration	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$46.75

**Work Description**

Need 2 file cabinets moved - one goes from the 1st floor of admin bldg. to 2nd floor of maint bldg. and the other goes from 2nd floor of maint bldg. to 1st floor.

**Tradesworker Notes**

Chris Cousins: Moved cabinets as needed.  
 Brian Haugrud: Moved cabinets as needed

<b>Work Request Number</b>	201976664	<b>Problem Location</b>	Flag
<b>Date Work Requested</b>	6/18/2019 3:11:24 PM	<b>Actual Labor Hours</b>	0.50
<b>Date Work Completed</b>	6/19/2019 4:43:52 PM	<b>Cost of Labor</b>	\$23.38
<b>Requested By</b>	Chris Cousins	<b>Cost of Parts</b>	\$71.01
<b>Building</b>	Cat Morande Administration	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$94.39

**Work Description**

Replace 5x 8 US flag at Cat on radio road

**Tradesworker Notes**

Kyle Benner: Replaced flag us

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	426-138336-646180- 61011.1-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$6,442.02



# Special Services (Jun 2019)

**Department** CCSO ADMIN  
**Account Number** 040-611010

<b>Work Request Number</b>	201975249	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	5/30/2019 7:59:24 PM	<b>Actual Labor Hours</b>	2.00
<b>Date Work Completed</b>	6/10/2019 11:07:46 AM	<b>Cost of Labor</b>	\$93.50
<b>Requested By</b>	Facilities Management	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	CCSO Sheriff Fleet	<b>Other Costs</b>	\$1,355.00
		<b>Total Cost</b>	\$1,448.50

**Work Description**

UPDATE 5/31: Laz from Atlas called. He said the motor needs parts and has placed the order for them. They should be here by Tuesday.

UPDATE 5/30: OC Electrician had to disable the exit side gate. Secure, but only one side is working. Believes the wheel may be at fault. Need Atlas to look at the gate.

CCSO Fleet Main Gate will not close.

**Tradesworker Notes**

Enrique Iglesias: Done

Atlas Door & Gate: complete  
CC-5162

Special Service charge:

CCSO Fleet - \$724.25

BCC Fleet - \$724.25

<b>Work Request Number</b>	201975286	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	5/31/2019 9:36:08 AM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/10/2019 11:15:25 AM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Angela Driscoll	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Immokalee Jail IJC	<b>Other Costs</b>	\$410.00
		<b>Total Cost</b>	\$410.00

**Work Description**

The main gate is not working.

**Tradesworker Notes**

Atlas Door & Gate: complete  
CC-5163

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	040-611010-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$1,858.50



# Special Services (Jun 2019)

**Department** DAS DOMESTIC ANIMAL SERVICES  
**Account Number** 001-155410

<b>Work Request Number</b>	201973849	<b>Problem Location</b>	7610 Davis Boulevard
<b>Date Work Requested</b>	5/6/2019 12:14:25 PM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/20/2019 7:36:02 AM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Kellie Carroll	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	DAS Administration Building 1	<b>Other Costs</b>	\$562.30
		<b>Total Cost</b>	\$562.30

**Work Description**

There are three fenced play yard areas near Buildings 1 and 3 at DAS. The ground has eroded at the gated entrance to each of these yards. Volunteers walk dogs into and out of these yards everyday and the big dip in the ground has become a safety hazard for both people and animals. Several animals have already escaped from the yards and we are very concerned about the tripping hazard.

**Tradesworker Notes**

Ann Simpson: 6/7/19 - I accepted the proposal from Green Effex. In the future, when a specific request is made from staff at DAS, a PO must be opened to the company for work to proceed.  
Green Effex - #107386 - \$562.30

From: CarrollKellie  
Sent: Monday, May 6, 2019 12:25 PM  
To: DL-FMOPS

Subject: RE: Please Approve Special Service Work Request No. 201973849

Approved!

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-155410-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$562.30



# Special Services (Jun 2019)

**Department** EMS  
**Account Number** 490-144610

<b>Work Request Number</b>	201975083	<b>Problem Location</b>	Fire front garage door
<b>Date Work Requested</b>	5/28/2019 1:14:17 PM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/18/2019 8:13:25 AM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Wayne Watson	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	EMS Station #75	<b>Other Costs</b>	\$2,380.00
		<b>Total Cost</b>	\$2,380.00

**Work Description**

Garage door on fire engine side has broken loose and is grinding when operated. Station can not be secured as door is in open position.

**Tradesworker Notes**

Atlas Door & Gate: Complete approved

<b>Work Request Number</b>	201975133	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	5/29/2019 7:21:57 AM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/12/2019 1:28:12 PM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Michele Williamson	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	EMS Station #70	<b>Other Costs</b>	\$1,045.00
		<b>Total Cost</b>	\$1,045.00

**Work Description**

Center rear door will not close

**Tradesworker Notes**

Atlas Door & Gate: complete CC-5164

<b>Work Request Number</b>	201976887	<b>Problem Location</b>	Cinder block interior wall
<b>Date Work Requested</b>	6/23/2019 3:02:22 PM	<b>Actual Labor Hours</b>	4.00
<b>Date Work Completed</b>	6/24/2019 3:38:46 PM	<b>Cost of Labor</b>	\$187.00
<b>Requested By</b>	Dave Becker	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	EMS Station #75	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$187.00

**Work Description**

A cord reel was installed a few weeks ago on the bay floor of station 75. The reel could be trip hazard because of where it was installed. Could we please have the reel moved to the ceiling or maybe the wall above the walk through doors? Please call 252-5294 or 272-6729 before arrival to assure the crew or battalion chief are on property. Thank you very much.

**Tradesworker Notes**

Oscar Alonso: We relocate the cord reels above 7 ft on the wall , job is complete and test , thanks .. note/ the capitan need another for the fire truck,

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	490-144610-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$3,612.00



# Special Services (Jun 2019)

**Department** EMS MED FLIGHT  
**Account Number** 490-144505

<b>Work Request Number</b>	201975624	<b>Problem Location</b>	South East Bay Door
<b>Date Work Requested</b>	6/4/2019 9:34:27 PM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/25/2019 9:01:15 AM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Charlie Matthews	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	EMS Station 44 / CCSO Sub	<b>Other Costs</b>	\$2,915.00
		<b>Total Cost</b>	\$2,915.00
<b>Work Description</b>			
Spring on South East Bay Door is broken.			
<b>Tradesworker Notes</b>			
Atlas Door & Gate: complete			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	490-144505-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$2,915.00



# Special Services (Jun 2019)

**Department** FREEDOM PARK MEMORIAL  
**Account Number** 001-156366

<b>Work Request Number</b>	201975900	<b>Problem Location</b>	Freedom Memorial
<b>Date Work Requested</b>	6/6/2019 1:41:20 PM	<b>Actual Labor Hours</b>	0.25
<b>Date Work Completed</b>	6/6/2019 3:50:20 PM	<b>Cost of Labor</b>	\$11.69
<b>Requested By</b>	Jake Sullivan	<b>Cost of Parts</b>	\$139.01
<b>Building</b>	Freedom Park Education Building	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$150.70
<b>Work Description</b>			
Need a Collier County Flag only - for Freedom Memorial - Park Ranger will pick up and install. US flag is 5 x 8.			
Thank you -			
<b>Tradesworker Notes</b>			
Kyle Benner: put 2 flags at front of W			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-156366-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$150.70



# Special Services (Jun 2019)

**Department** GMD P&R ZONING & LAND DEVELOPMENT  
**Account Number** 111-138319

<b>Work Request Number</b>	201976780	<b>Problem Location</b>	conference room 609-610
<b>Date Work Requested</b>	6/20/2019 10:21:02 AM	<b>Actual Labor Hours</b>	26.00
<b>Date Work Completed</b>	6/27/2019 7:52:05 AM	<b>Cost of Labor</b>	\$1,215.50
<b>Requested By</b>	Jean Benoit	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	GMD P&R (Development Services)	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$1,215.50

**Work Description**

UPDATE 6/18: Need to drop 120-volt wires for a total of six I-Pads and conference rooms. The following work order (201951783) was canceled & closed. Please reopen work order for GMD North P and R Building. Please contact Jean A Benoit for additional information.

Need to drop 120 volt wire for ipad plug in at entrance of room

**Tradesworker Notes**

Gustavo Patino: 6/25, spoke with 207 and 208 about the job and then I went to the supply house and picked up the materials needed. We then began the work of taking down the existing boxes and adding a specialized box with 120v power.

Enrique Iglesias: Special services , Done

Oscar Alonso: We need bring power 120 volts for 6- IPads in all the Conference rooms , we need 6 Cotten boxes , 6 Clock receipts 250 ft 12/2 MC cable -12 -3/8 MC connectors , job is complete and test, good job, thanks, this is Especial Service make for us

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	111-138319-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$1,215.50





# Special Services (Jun 2019)

**Department**

GMD PR& COMPREHENSIVE PLANNING

**Account Number**

111-138317

<b>Work Request Number</b>	201975178	<b>Problem Location</b>	Building Department (Permit Outtake)
<b>Date Work Requested</b>	5/29/2019 3:41:07 PM	<b>Actual Labor Hours</b>	1.00
<b>Date Work Completed</b>	6/18/2019 9:04:29 AM	<b>Cost of Labor</b>	\$46.75
<b>Requested By</b>	Jean Benoit	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	GMD P&R (Development Services)	<b>Other Costs</b>	\$125.00
		<b>Total Cost</b>	\$171.75
<b>Work Description</b>			
Install passage door handle/hardware.			
<b>Tradesworker Notes</b>			
John Kennedy: replace entry lock with class room lock			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	111-138317-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$171.75



# Special Services (Jun 2019)

**Department** HEADQUARTERS LIBRARY  
**Account Number** 001-156175

<b>Work Request Number</b>	201975686	<b>Problem Location</b>	Front sidewalk near parking lot
<b>Date Work Requested</b>	6/5/2019 3:00:09 PM	<b>Actual Labor Hours</b>	3.00
<b>Date Work Completed</b>	6/11/2019 1:28:25 PM	<b>Cost of Labor</b>	\$140.25
<b>Requested By</b>	William Wilkins	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Headquarters Library	<b>Other Costs</b>	\$41.78
		<b>Total Cost</b>	\$182.03

**Work Description**  
Chris per our conversation could you order two bollards that you showed me and have them installed on the concrete sidewalk by the parking lot. Please see Tanya or me to show you where they should go thanks.

**Tradesworker Notes**  
Kyle Benner: Installed both bollards in front of main walk way , where staff suggested  
Chris Cousins: ordered ballards from grainger 6/6, bollards arrived , Kyle will install

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-156175-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$182.03



# Special Services (Jun 2019)

**Department** HEALTH DEPARTMENT  
**Account Number** 001-155810

<b>Work Request Number</b>	201974748	<b>Problem Location</b>	Room 154
<b>Date Work Requested</b>	5/21/2019 10:30:15 AM	<b>Actual Labor Hours</b>	0.75
<b>Date Work Completed</b>	6/17/2019 11:34:02 AM	<b>Cost of Labor</b>	\$35.06
<b>Requested By</b>	Camilo Torres	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Building H Health	<b>Other Costs</b>	\$5.00
		<b>Total Cost</b>	\$40.06

**Work Description**

Can you please change both front and back door locks to Room 154 with a different key "both front and back keyed the same please". May I have 5 of these keys please.  
 Thank you  
 Camilo 239-293-3000

**Tradesworker Notes**

John Kennedy: rekey two door office

<b>Work Request Number</b>	201976346	<b>Problem Location</b>	Lobby
<b>Date Work Requested</b>	6/13/2019 1:26:02 PM	<b>Actual Labor Hours</b>	1.50
<b>Date Work Completed</b>	6/27/2019 8:05:56 AM	<b>Cost of Labor</b>	\$70.13
<b>Requested By</b>	Camilo Torres	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Building H Health	<b>Other Costs</b>	\$12.00
		<b>Total Cost</b>	\$82.13

**Work Description**

Can you please create 2 signs. One to say "INFORMATION" and the other to say "150". Please make the sign 150 at least 14" H and 18" wide, white letters. Please see the picture for your convenience and guidance. We need this sign as soon as possible please".  
 Thank you  
 Camilo 239-293-3000

**Tradesworker Notes**

Troy Pirosseno: print and install on foam board place on wall

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-155810-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$122.19



# Special Services (Jun 2019)

**Department**

HHVS HOUSING HUMAN & VETERANS SERVICES

**Account Number**

111-138759-646180

<b>Work Request Number</b>	201976117	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/10/2019 2:47:42 PM	<b>Actual Labor Hours</b>	2.00
<b>Date Work Completed</b>	6/11/2019 12:14:12 PM	<b>Cost of Labor</b>	\$93.50
<b>Requested By</b>	Barbetta Hutchinson	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Building H Health	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$93.50

**Work Description**

Need assistance with moving furniture from the 3rd Fl to storage. Needs to be done Tuesday, Thursday or Friday. Just contact Barbetta for assistance.

**Tradesworker Notes**

Chris Cousins: picked up items from H and took to storage

Brian Haugrud: picked up items from H and took to storage

**CHARGE:**

**EXPENDITURE ACCOUNT NO:**

111-138759-646180-646180

**CREDIT:**

**REVENUE ACCOUNT NO:**

001-122240-487400

**AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**AMOUNT APPROVED:**

\$93.50



# Special Services (Jun 2019)

**Department**

JAIL HOLDING CELLS (ALL JAIL LOCATIONS)

**Account Number**

040-623010

<b>Work Request Number</b>	201974404	<b>Problem Location</b>	SERVICES
<b>Date Work Requested</b>	5/15/2019 8:31:30 AM	<b>Actual Labor Hours</b>	0.25
<b>Date Work Completed</b>	6/13/2019 7:33:44 AM	<b>Cost of Labor</b>	\$11.69
<b>Requested By</b>	Earl Hall	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Building J1 Old Jail	<b>Other Costs</b>	\$49.80
		<b>Total Cost</b>	\$61.49

**Work Description**

SERVICES need 6 county locks. Thank you John.

**Tradesworker Notes**

John Kennedy: deliver pad locks

<b>Work Request Number</b>	201975179	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	5/29/2019 3:51:40 PM	<b>Actual Labor Hours</b>	1.00
<b>Date Work Completed</b>	6/18/2019 10:13:54 AM	<b>Cost of Labor</b>	\$46.75
<b>Requested By</b>	SGT Glassman	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Building J3 New Jail	<b>Other Costs</b>	\$3,100.00
		<b>Total Cost</b>	\$3,146.75

**Work Description**

Booking overhead door stuck in up position

**Tradesworker Notes**

Enrique Iglesias: Done

Atlas Door & Gate: complete approved

<b>Work Request Number</b>	201976699	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/19/2019 9:14:01 AM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/25/2019 1:45:50 PM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Les Gross	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Building J3 New Jail	<b>Other Costs</b>	\$1,560.00
		<b>Total Cost</b>	\$1,560.00

**Work Description**

roll down door was damage last night. bent and wont go all the way up. contact is less gross 239-315-1127

**Tradesworker Notes**

Atlas Door & Gate: complete CC-533

<b>Work Request Number</b>	201977075	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/26/2019 9:55:40 AM	<b>Actual Labor Hours</b>	4.00
<b>Date Work Completed</b>	6/27/2019 7:26:17 AM	<b>Cost of Labor</b>	\$187.00
<b>Requested By</b>	Lee Rhoades	<b>Cost of Parts</b>	\$60.83
<b>Building</b>	Building J3 New Jail	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$247.83

**Work Description**

2 toilets in 5A cells 4 and 5 are clogged. Benzik 253-4781

**Tradesworker Notes**

Jorge Parra: Inmate laughed and admitted to clogging both toilets with pillow lining. In attempts to dislodge clog our toilet auger snapped and is no longer usable. Both toilets have been unclogged



# Special Services (Jun 2019)

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	040-623010-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$5,016.07



# Special Services (Jun 2019)

**Department** MARINA OPERATIONS  
**Account Number** 001-156364

<b>Work Request Number</b>	201976422	<b>Problem Location</b>	Flagpole
<b>Date Work Requested</b>	6/14/2019 3:29:47 PM	<b>Actual Labor Hours</b>	0.25
<b>Date Work Completed</b>	6/20/2019 1:05:08 PM	<b>Cost of Labor</b>	\$11.69
<b>Requested By</b>	Jake Sullivan	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Goodland Boating Park Marina	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$11.69
<b>Work Description</b>			
Flagpole lanyard is broken. Cannot raise or lower US flag. Receiving a lot of inquiries from visitors as to why no flag present. The store clerk reports the lanyard has been broken since Irma.			
Thank you -			
<b>Tradesworker Notes</b>			
Chris Cousins: sent to us flags. he gave Jake a quote. Approved.			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-156364-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$11.69



# Special Services (Jun 2019)

**Department** MUSEUM NAPLES DEPOT  
**Account Number** 198-157460

<b>Work Request Number</b>	201975588	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/4/2019 9:57:11 AM	<b>Actual Labor Hours</b>	0.50
<b>Date Work Completed</b>	6/4/2019 12:58:02 PM	<b>Cost of Labor</b>	\$23.38
<b>Requested By</b>	Ryan Davis	<b>Cost of Parts</b>	\$71.01
<b>Building</b>	Naples Depot Museum	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$94.39
<b>Work Description</b>			
They need a n American Flag Hung before this Thursday 6-6-2019. They think the flag is a 3' x 5'. Thank You guys.			
<b>Tradesworker Notes</b>			
Marc Hatcher: One 5x8 us flag			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	198-157460-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$94.39





# Special Services (Jun 2019)

**Department** PARKS & OTHER PROPERTIES  
**Account Number** 111-156332

<b>Work Request Number</b>	201973822	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	5/6/2019 8:56:16 AM	<b>Actual Labor Hours</b>	3.00
<b>Date Work Completed</b>	6/18/2019 7:36:34 AM	<b>Cost of Labor</b>	\$140.25
<b>Requested By</b>	Steven Weisberg	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Cocohatchee Park Coast Guard	<b>Other Costs</b>	\$11.08
		<b>Total Cost</b>	\$151.33
<b>Work Description</b>			
By the ladies restroom the water fountain fell off the wall - see attached picture			
<b>Tradesworker Notes</b>			
Kevin Brock: install parts			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	111-156332-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$151.33



# Special Services (Jun 2019)

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

<b>Work Request Number</b>	201975591	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/4/2019 10:47:26 AM	<b>Actual Labor Hours</b>	14.50
<b>Date Work Completed</b>	6/25/2019 8:56:19 AM	<b>Cost of Labor</b>	\$677.88
<b>Requested By</b>	Kathy Topoleski	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	East Naples Park ENCP Comm Center	<b>Other Costs</b>	\$239.00
		<b>Total Cost</b>	\$916.88
<b>Work Description</b>			
The whole building needs to be re-keyed because somebody broke in and stolen a set of keys. And the would like ten of each key made to hand out to the staff. For more info please contact Kathy @ 793-4414. Thank You.			
<b>Tradesworker Notes</b>			
John Kennedy: work completed			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	111-156381-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$916.88



# Special Services (Jun 2019)

**Department**

PARKS & REC IMMOKALEE PARKS & OTHER PROPERTIES

**Account Number**

111-156334

<b>Work Request Number</b>	201975595	<b>Problem Location</b>	Flag Pole
<b>Date Work Requested</b>	6/4/2019 12:11:53 PM	<b>Actual Labor Hours</b>	4.00
<b>Date Work Completed</b>	6/17/2019 7:32:42 AM	<b>Cost of Labor</b>	\$187.00
<b>Requested By</b>	Jacinto Cervantes	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Immokalee Comm Park	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$187.00

**Work Description**

There are wires hanging out of the flag pole light.

**Tradesworker Notes**

Jerry Shukes: complete.

Heliodoro Rojas: Secure the location and installed new fixture LED on this location

**CHARGE:**

**EXPENDITURE ACCOUNT NO:**

111-156334-646180

**CREDIT:**

**REVENUE ACCOUNT NO:**

001-122240-487400

**AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**AMOUNT APPROVED:**

\$187.00



# Special Services (Jun 2019)

**Department**

PARKS & REC NCRP NORTH COLLIER REGIONAL PARK SUN & FUN

**Account Number**

001-156314

<b>Work Request Number</b>	201975317	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	5/31/2019 3:58:48 PM	<b>Actual Labor Hours</b>	5.50
<b>Date Work Completed</b>	6/25/2019 7:31:17 AM	<b>Cost of Labor</b>	\$257.13
<b>Requested By</b>	Brian Vehovec	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	NCRP Sun N Fun Pool Bath	<b>Other Costs</b>	\$120.00
		<b>Total Cost</b>	\$377.13
<b>Work Description</b>			
Please change out the core of the 3 gates at Sun and Fun.			
<b>Tradesworker Notes</b>			
John Kennedy: install lock cylinders			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-156314-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$377.13



# Special Services (Jun 2019)

**Department**

PARKS & REC VINEYARDS COMMUNITY PARK

**Account Number**

111-156390

<b>Work Request Number</b>	201976104	<b>Problem Location</b>	Game room
<b>Date Work Requested</b>	6/10/2019 11:44:58 AM	<b>Actual Labor Hours</b>	4.00
<b>Date Work Completed</b>	6/10/2019 3:13:49 PM	<b>Cost of Labor</b>	\$187.00
<b>Requested By</b>	Desiree Sawyer	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Vineyards Park Vincp Community Center	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$187.00
<b>Work Description</b>			
Please hang a TV in the game room ASAP.			
<b>Tradesworker Notes</b>			
Marc Hatcher: Hang tv			
Richard Paquette: Hang tv			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	111-156390-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$187.00



# Special Services (Jun 2019)

**Department** Parks & Recreation Maintenance  
**Account Number** 001-156338

<b>Work Request Number</b>	201951779	<b>Problem Location</b>	playground area
<b>Date Work Requested</b>	4/4/2019 1:44:40 PM	<b>Actual Labor Hours</b>	4.00
<b>Date Work Completed</b>	6/6/2019 1:16:26 PM	<b>Cost of Labor</b>	\$187.00
<b>Requested By</b>	Jeanine Mcpherson	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	NCRP Can-U-Dig-It Entrance Canopy	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$187.00

**Work Description**

Special Services Work Order Request: Please provide an estimated cost for installing a "Free Little Library" similar to what is seen below.

The box portion will be purchased and will not require construction. The box will need to be attached to the post and permanently affixed in the ground (dirt) at North Collier Regional Park "Can You Dig It" playground area. The area is pretty well protected from the wind. Hardware will be required to attach box to post.

**Box Details:**

- Weighs 40 lbs
- Exterior dimensions: 21" wide (roof) x 23.5" tall x 18.5" deep
- Interior dimensions: Bottom space approximately 15.5" wide x 12" tall x 13.25" deep; top space approximately 15.5" wide x 8.75" tall in front, 4" tall in back, 13.25" deep
- Made from plywood and pine
- Features a metal roof

At this time, I am only requesting a quote.

**Tradesworker Notes**

Kyle Benner: Quote has been send out and waiting to hear back with further instructions , spoke to Jeanie after approval, little free library still has to be order and will need to check back to see where they actually want to be installed . scheduled 6/6 to install, intalled Little library on play ground can u dig in spot where staff suggested

From: McPhersonJeanine

Sent: Thursday, April 4, 2019 1:52 PM

To: DL-FMOPS

Cc: WilliamsBarry

Subject: RE: Please Approve Special Service Work Request No. 201951779

Approved

Respectfully,

Jeanine McPherson-Hogle, CPRP

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-156338-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$187.00



# Special Services (Jun 2019)

**Department** SCWRF - SOUTH WASTEWATER PLANT  
**Account Number** 408-233352

<b>Work Request Number</b>	201974016	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	5/9/2019 10:26:39 AM	<b>Actual Labor Hours</b>	7.00
<b>Date Work Completed</b>	6/11/2019 3:58:13 PM	<b>Cost of Labor</b>	\$280.50
<b>Requested By</b>	Christopher Farris	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	SWWP - Warren - Administration	<b>Other Costs</b>	\$33.15
		<b>Total Cost</b>	\$313.65

**Work Description**

Please contact Chris Farris (272-3439) to discuss with him adding a spigot to his building.

**Tradesworker Notes**

Kevin Brock: Installed

<b>Work Request Number</b>	201974550	<b>Problem Location</b>	Head works
<b>Date Work Requested</b>	5/16/2019 3:14:00 PM	<b>Actual Labor Hours</b>	1.00
<b>Date Work Completed</b>	6/13/2019 7:34:22 AM	<b>Cost of Labor</b>	\$46.75
<b>Requested By</b>	Anthony Gracia	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	SWWP - Warren - Aeration Bin	<b>Other Costs</b>	\$7,300.00
		<b>Total Cost</b>	\$7,346.75

**Work Description**

The Roll-up door not open or close all the way.

From: FarrisChristopher  
 Sent: Monday, May 20, 2019 3:26 PM  
 To: WilliamsJames  
 Cc: GraciaAnthony ; Ledyar L D ; EdgeRobert  
 Subject: Re: Warren st

James,  
 If it needs to be replaced please proceed.  
 Thank you  
 Chris Farris  
 SCWRF

**Tradesworker Notes**

John Happney: Send to Atlas. This is a Dora atlas recently completed it is filing again in the same manner as last time. It is crooked on the tracks slipping on the sprocket and needs the limit to re-trained on the brain.

Atlas Door & Gate: complete

<b>Work Request Number</b>	201974731	<b>Problem Location</b>	The gate on wildflower
<b>Date Work Requested</b>	5/20/2019 11:32:05 PM	<b>Actual Labor Hours</b>	2.00
<b>Date Work Completed</b>	6/5/2019 2:43:46 PM	<b>Cost of Labor</b>	\$93.50
<b>Requested By</b>	Elio Casanova	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	SWWP - Warren - Administration	<b>Other Costs</b>	\$1,345.00
		<b>Total Cost</b>	\$1,438.50

**Work Description**

The gate chain broke off. Elio closed the gate manually and requested that the electrician can come by tomorrow morning.

On call was called at 2330.

**Tradesworker Notes**

John Happney: Send to contractor.  
 Atlas Door & Gate: complete  
 CC-924



# Special Services (Jun 2019)

<b>Work Request Number</b>	201975585	<b>Problem Location</b>	Warren street Gate
<b>Date Work Requested</b>	6/4/2019 9:27:55 AM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/10/2019 11:39:40 AM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Timothy Moore	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	SWWP - Warren - Administration	<b>Other Costs</b>	\$340.00
		<b>Total Cost</b>	\$340.00

**Work Description**

The chain broke on the Warren Street Gate.

**Tradesworker Notes**

Atlas Door & Gate: complete  
CC-5161

<b>Work Request Number</b>	201975593	<b>Problem Location</b>	Warren street Gate
<b>Date Work Requested</b>	6/4/2019 10:57:36 AM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/25/2019 8:57:32 AM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Timothy Moore	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	SWWP - Warren - Administration	<b>Other Costs</b>	\$2,050.00
		<b>Total Cost</b>	\$2,050.00

**Work Description**

The wildflower gate is opening by its self.

**Tradesworker Notes**

Atlas Door & Gate: complete  
CC-535

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	408-233352-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$11,488.90





# Special Services (Jun 2019)

**Department** SOE SUPERVISOR OF ELECTIONS  
**Account Number** 080-511010

<b>Work Request Number</b>	201951108	<b>Problem Location</b>	Administration Building
<b>Date Work Requested</b>	3/25/2019 3:06:50 PM	<b>Actual Labor Hours</b>	0.25
<b>Date Work Completed</b>	6/3/2019 8:59:16 AM	<b>Cost of Labor</b>	\$11.69
<b>Requested By</b>	Melissa Blazier	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Supervisor Of Elections Administration	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$11.69

**Work Description**

City of Naples Door Schedule: The main doors to the Elections Administration building need to open at 7:00 am on April 2nd and remain unlocked until someone from SOE calls to have them locked. On April 4th, the doors need to unlock at the normal time, 8:00 am, and remain unlocked until someone from SOE calls to have them locked. We have public meetings on both of these days. Thanks, Melissa

**Tradesworker Notes**

From: BlazierMelissa  
Sent: Monday, March 25, 2019 3:26 PM  
To: DL-FMOPS  
Subject: RE: Please Approve Special Service Work Request No. 201951108

Approved.

Melissa Blazier, CERA, MFCEP  
Chief Deputy Supervisor of Elections

<b>Work Request Number</b>	201976110	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/10/2019 12:39:57 PM	<b>Actual Labor Hours</b>	2.00
<b>Date Work Completed</b>	6/11/2019 12:17:39 PM	<b>Cost of Labor</b>	\$93.50
<b>Requested By</b>	Ann Simpson	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Supervisor Of Elections Administration	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$93.50

**Work Description**

Israel Hernandez called asking for help to move a server. Not sure if this is something you do. His number is 252-8541. Call before

**Tradesworker Notes**

Chris Cousins: Moved server as needed  
Brian Haugrud: Moved server as needed

<b>Work Request Number</b>	201976521	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/17/2019 10:03:53 AM	<b>Actual Labor Hours</b>	1.00
<b>Date Work Completed</b>	6/17/2019 12:07:17 PM	<b>Cost of Labor</b>	\$46.75
<b>Requested By</b>	Israel Hernandez	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Supervisor Of Elections Administration	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$46.75

**Work Description**

Need to move the server again.

**Tradesworker Notes**

Chris Cousins: Moved server as needed  
Andrew Fulkroad: Moved server rack and secured to wall.

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	080-511010-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$151.94



# Special Services (Jun 2019)

**Department** SOLID WASTE ADMIN  
**Account Number** 470-173410

<b>Work Request Number</b>	201976532	<b>Problem Location</b>	Hallway
<b>Date Work Requested</b>	6/17/2019 11:04:43 AM	<b>Actual Labor Hours</b>	3.25
<b>Date Work Completed</b>	6/18/2019 7:42:08 AM	<b>Cost of Labor</b>	\$151.94
<b>Requested By</b>	Corene Sanger	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Building H Health	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$151.94

**Work Description**  
 Need to move the following items from Building H 3rd floor hallway to disposal - see attached documentation of items  
 (2) 6' x 8" Metal shelves  
 (1) 6' Pressed Wood Shelf  
 (1) Microfiche Machine  
 (1) Microfiche Cabinet

**Tradesworker Notes**  
 Kyle Benner: Removed item from bldg h 3rd floor for disposal.  
 Chris Cousins: Removed item from bldg h 3rd floor for disposal.  
 Andrew Fulkroad: Removed item from bldg h 3rd floor for disposal.  
 Brian Haugrud: Complete. Scrap cabinets from "h" to recycling. Also, old paint.

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	470-173410-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$151.94



# Special Services (Jun 2019)

**Department** SOLID WASTE NAPLES RECYCLING CENTER  
**Account Number** 470-173441

<b>Work Request Number</b>	201975592	<b>Problem Location</b>	middle west roll-up door
<b>Date Work Requested</b>	6/4/2019 10:52:45 AM	<b>Actual Labor Hours</b>	0.00
<b>Date Work Completed</b>	6/10/2019 12:10:00 PM	<b>Cost of Labor</b>	\$0.00
<b>Requested By</b>	Angela Klein	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	North Collier Recycling Center NCRC	<b>Other Costs</b>	\$320.00
		<b>Total Cost</b>	\$320.00
<b>Work Description</b>			
The door will not go down with a key but it will go down with the chain.			
<b>Tradesworker Notes</b>			
Atlas Door & Gate: complete CC-5160			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	470-173441-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$320.00



# Special Services (Jun 2019)

**Department**                   SUGDEN PARK  
**Account Number**           001-156361

<b>Work Request Number</b>	201976950	<b>Problem Location</b>	sign shop
<b>Date Work Requested</b>	6/24/2019 10:48:14 AM	<b>Actual Labor Hours</b>	2.00
<b>Date Work Completed</b>	6/24/2019 3:44:54 PM	<b>Cost of Labor</b>	\$93.50
<b>Requested By</b>	Peg Ruby	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Sugden Park SRP Amphitheater	<b>Other Costs</b>	\$146.00
		<b>Total Cost</b>	\$239.50
<b>Work Description</b>			
please make two banners for the Fourth of July Fireworks Spectacular at sugden Park			
<b>Tradesworker Notes</b>			
Troy Pirosseno: print two large banners and grommet			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-156361-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$239.50



# Special Services (Jun 2019)

**Department** TAX COLLECTOR  
**Account Number** 070-081010

<b>Work Request Number</b>	201975546	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/3/2019 3:50:25 PM	<b>Actual Labor Hours</b>	2.50
<b>Date Work Completed</b>	6/4/2019 4:06:15 PM	<b>Cost of Labor</b>	\$116.88
<b>Requested By</b>	Leila Varcoe	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Tax Collector Green Tree	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$116.88

**Work Description**

Ac not working - contact mary figga 598-2525 for details if needed

**Tradesworker Notes**

Dennis Gonzalez: Checked thermostat setting and found it set to 71 and temp at 71 deg at 8am. The customer complains that is in the afternoon when it starts getting hot. Lowers the temp setpoint to 68 and went to the roof to check units #5 operation. Unit was operating properly and had a proper temp split. The unit as of right now is doing the best it can which is limited by the overall condition of the unit. Unit has had the same issues everytime summer gets here and is over 80 deg outdoor. It had been informed that the unit needs to be replaced. As of right now unit had to operate as it is. Temp was set down to 70 deg to try and maintain a little bit better the space.

<b>Work Request Number</b>	201975586	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/4/2019 9:52:00 AM	<b>Actual Labor Hours</b>	4.00
<b>Date Work Completed</b>	6/5/2019 9:40:33 AM	<b>Cost of Labor</b>	\$187.00
<b>Requested By</b>	Leila Varcoe	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Estates Tax Collector	<b>Other Costs</b>	\$65.26
		<b>Total Cost</b>	\$252.26

**Work Description**

Half of the building has no A/C. If you need anything Hemantha please call Leila @ 8171.

**Tradesworker Notes**

Dennis Gonzalez: Found unit not operating duo to a bad condenser fan motor. Replaced motor and unit started it operating properly.

<b>Work Request Number</b>	201975687	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/5/2019 3:15:49 PM	<b>Actual Labor Hours</b>	14.00
<b>Date Work Completed</b>	6/7/2019 6:41:35 AM	<b>Cost of Labor</b>	\$654.50
<b>Requested By</b>	Leila Varcoe	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Estates Tax Collector	<b>Other Costs</b>	\$651.45
		<b>Total Cost</b>	\$1,305.95

**Work Description**

Too hot

**Tradesworker Notes**

Rubin Fradeus: Pick up, delivered and Assisted on installing new compressor at the Wilson Tax collector building .

German Gonzalez: Removed and replaced compressor. Pressurized and vacuumed copper lines. Charged with 7 lbs of R22 for start up. Starting amperage on system was 10.2 amps. RLA at 11.6. Indoor temperature was reading 77 degrees, set for 75 degrees. System is operating properly at this time of service. Need to replace the parts. Rob approved.

<b>Work Request Number</b>	201976363	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/13/2019 4:06:58 PM	<b>Actual Labor Hours</b>	3.00
<b>Date Work Completed</b>	6/17/2019 1:34:48 PM	<b>Cost of Labor</b>	\$140.25
<b>Requested By</b>	Leila Varcoe	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Tax Collector Green Tree	<b>Other Costs</b>	\$7.17
		<b>Total Cost</b>	\$147.42

**Work Description**

A/C on driver's license side is too hot. Site Niyda Avila 598-2525.

**Tradesworker Notes**

German Gonzalez: Complaint is with unit#5, system has been noted that it is giving problems. Found system with high refrigerant charge, condenser fan motor short cycling due to weak fan capacitor 7.5 mfd. removed and replaced capacitor. Removed some of the refrigerant charge. System is currently working to its full capacity. System needs to be replaced. 6/17/19- replaced 7.5 capacitor on roof top unit. Unit is working at this time of service.



# Special Services (Jun 2019)

<b>Work Request Number</b>	201976619	<b>Problem Location</b>	N/A
<b>Date Work Requested</b>	6/18/2019 10:34:20 AM	<b>Actual Labor Hours</b>	1.50
<b>Date Work Completed</b>	6/26/2019 7:44:23 AM	<b>Cost of Labor</b>	\$70.13
<b>Requested By</b>	Leila Varcoe	<b>Cost of Parts</b>	\$11.23
<b>Building</b>	Tax Collector Green Tree	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$81.36

**Work Description**

SITE CONTACT: Maria Aranzabal 598-2525 Good morning the ladies room lights needs to be replaced. Thank you

**Tradesworker Notes**

Heliodoro Rojas: Replace lamps and ballast

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	070-081010-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$1,903.87



# Special Services (Jun 2019)

**Department**

UBCS - UTILITY BILLING & CUSTOMER SERVICE - CUSTOMER SERVICE

**Account Number**

408-210153

<b>Work Request Number</b>	201976304	<b>Problem Location</b>	4420 E Mercantile ave
<b>Date Work Requested</b>	6/12/2019 3:08:43 PM	<b>Actual Labor Hours</b>	5.00
<b>Date Work Completed</b>	6/17/2019 10:24:10 AM	<b>Cost of Labor</b>	\$233.75
<b>Requested By</b>	Heather Sweet	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Public Utilities Mercantile East	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$233.75

**Work Description**

We would like evaluation of existing office area to determine if we can move some cubicle walls and door and what possible cost would be.

**Tradesworker Notes**

Chris Cousins: looked at cubicle, scheduled to do work 6/17

Andrew Fulkroad: looked at cubicle, scheduled to do work 6/17. Moved cubical wall as requested b

<b>Work Request Number</b>	201976354	<b>Problem Location</b>	3835 City Gate Dr to 4420 E Mercantile ave
<b>Date Work Requested</b>	6/13/2019 2:58:10 PM	<b>Actual Labor Hours</b>	2.25
<b>Date Work Completed</b>	6/17/2019 2:08:56 PM	<b>Cost of Labor</b>	\$105.19
<b>Requested By</b>	Heather Sweet	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Public Utilities Mercantile East	<b>Other Costs</b>	\$0.00
		<b>Total Cost</b>	\$105.19

**Work Description**

At the South water plant we have a computer cabinet that needs picked up from South Plant 3835 City Gate Dr and delivered to Utility Billing at 4420 E Mercantile. Please contact Heather to schedule so we can meet at the location and assist with access to cabinet. Preferably week of 6-17-19.

**Tradesworker Notes**

Andrew Fulkroad: Unloaded server rack at mercantile

Richard Paquette: Scheduled with Heather for Monday after 12.. 6/17 picked up cabinet and delivered to mercantile

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	408-210153-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$338.94



# Special Services (Jun 2019)

**Department** VANDERBILT BEACH LIBRARY  
**Account Number** 001-156170

<b>Work Request Number</b>	201974776	<b>Problem Location</b>	Keys
<b>Date Work Requested</b>	5/21/2019 2:40:18 PM	<b>Actual Labor Hours</b>	2.50
<b>Date Work Completed</b>	6/17/2019 11:34:19 AM	<b>Cost of Labor</b>	\$116.88
<b>Requested By</b>	William Wilkins	<b>Cost of Parts</b>	\$0.00
<b>Building</b>	Vanderbilt Beach Library	<b>Other Costs</b>	\$10.00
		<b>Total Cost</b>	\$126.88
<b>Work Description</b>			
They would like to have all the doors keyed with one key preferably the front door key. The contact person there is Riham thanks.			
<b>Tradesworker Notes</b>			
John Kennedy: rekey 3 locks			

<b>CHARGE:</b>	<b>EXPENDITURE ACCOUNT NO:</b>	001-156170-646180
<b>CREDIT:</b>	<b>REVENUE ACCOUNT NO:</b>	001-122240-487400
<b>AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:</b> _____		
<b>DATE:</b> _____	<b>AMOUNT APPROVED:</b>	\$126.88





## Special Services (Jun 2019)

<b>Grand Total:</b>	\$39,175.95
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