



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	001-156365 - PARKS & REC NCRP NORTH COLLIER REGIONAL PARK		
Work Request Number	263469	Problem Location	NCRP Roads & Lots (Site), 15000 Livingston Rd
Date Work Requested	6/1/2020 3:46:14 PM	Actual Labor Hours	0.00
Date Work Completed	8/13/2020 9:54:47 AM	Cost of Parts	-
Requested By		Other Costs	\$645.00
Building	NCRP Roads & Lots (Site)	Total Cost	\$645.00
Instructions	NCRP Roads & Lots (Site), 15000 Livingston Rd north gate not functioning properly		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	001-156365		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$645.00		
<b>TOTAL FOR DEPT/ACCT</b>	\$645.00		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **001-155810 - HEALTH DEPARTMENT**

Work Request Number	269384	Problem Location	Building H Health, 3339 Tamiami Trail E Naples
Date Work Requested	6/25/2020 7:34:00 AM	Actual Labor Hours	32.00
Date Work Completed	8/1/2020 11:10:00 AM	Cost of Parts	-
Requested By	CAMILO TORRES	Other Costs	-
Building	Building H Health	Total Cost	\$1,496.00

**Instructions**

Can you please move the HIV office's personal boxes to the clinic rooms and the HR Office boxes to the HIV office on Monday. Please call me for details. Camilo 239 293 3000"

moved furniture and boxes as requested.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 001-155810

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$1,496.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **001-155810 - HEALTH DEPARTMENT**

## Number

Work Request Number	281132	Problem Location	Building H Health, 3339 Tamiami Trail E
Date Work Requested	8/13/2020 8:36:52 AM	Actual Labor Hours	0.00
Date Work Completed	8/13/2020 12:00:00 PM	Cost of Parts	\$500.00
Requested By	CAMILO TORRES	Other Costs	-
Building	Building H Health	Total Cost	\$500.00

## Instructions

Issued Camilo badges (9761834C) 53300 – 53399.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 001-155810

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$500.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account **001-155810 - HEALTH DEPARTMENT**

## Number

Work Request Number	282522	Problem Location	3339 Tamiami Trail E Naples
Date Work Requested	8/18/2020 2:49:31 PM	Actual Labor Hours	4.00
Date Work Completed	8/17/2020 2:00:00 PM	Cost of Parts	-
Requested By	CAMILO TORRES	Other Costs	-
Building	Building H Health	Total Cost	\$187.00

## Instructions

Hung 6 plexiglass shields as requested in rooms 146, 152, 203 and environmental health

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 001-155810

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$187.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

<b>Dept. Name/Account</b> 001-155810 - HEALTH DEPARTMENT			
<b>Number</b>			
Work Request Number	285089	Problem Location	3339 Tamiami Trail E Naples
Date Work Requested	8/28/2020 6:34:47 AM	Actual Labor Hours	12.50
Date Work Completed	8/28/2020 6:41:37 AM	Cost of Parts	-
Requested By	CAMILO TORRES	Other Costs	-
Building	Building H Health	Total Cost	\$584.38
Instructions Moved furniture as directed.			

CHARGE	
CREDIT:	
EXPENDITURE ACCOUNT NO:	001-155810
REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:	
<b>DATE:</b>	
<b>AMOUNT APPROVED:</b>	\$584.38



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account **001-155810 - HEALTH DEPARTMENT**

## Number

Work Request Number	285171	Problem Location	3339 Tamiami Trail E Naples
Date Work Requested	8/28/2020 10:07:44 AM	Actual Labor Hours	2.00
Date Work Completed	8/28/2020 11:41:53 AM	Cost of Parts	-
Requested By	CAMILO TORRES	Other Costs	-
Building	Building H Health	Total Cost	\$93.50

## Instructions

Can you please move 9 computers to surplus from our IT office Room 201. Please contact Rocio or Jonathan for details:252 8229 or 252 2573.Thank you Camilo 239 239 3000.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 001-155810

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$93.50

**TOTAL FOR DEPT/ACCT** \$2,860.88



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	001-156314 - PARKS & REC NCRP NORTH COLLIER REGIONAL PARK SUN & FUN		
Work Request Number	272861	Problem Location	Sun N Fun Concession Kitchen
Date Work Requested	7/9/2020 1:58:00 PM	Actual Labor Hours	17.50
Date Work Completed	8/25/2020 11:20:43 AM	Cost of Parts	-
Requested By	UNKNOWN	Other Costs	-
Building	North Collier Regional Park Sun N Fun Pool Concession	Total Cost	\$818.13

**Instructions**

Ceiling is 12' and 5/8 drywall repairs, mud, painting, 1 board, fluorescent fixture.

**CHARGE**

**CREDIT:**

EXPENDITURE ACCOUNT NO: 001-156314  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$818.13

**TOTAL FOR DEPT/ACCT** \$818.13



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **118-144211 - EMER MGMT ADM GRT**

Work Request Number	273368	Problem Location	Emergency Services Center, 8075 Lely Cultural Blvd
Date Work Requested	7/10/2020 4:40:15 PM	Actual Labor Hours	0.00
Date Work Completed	8/14/2020 9:52:45 AM	Cost of Parts	-
Requested By	UNKNOWN	Other Costs	\$315.00
Building	Emergency Services Center	Total Cost	\$315.00

**Instructions**

From Atlas- Replaced pin. Everything is now working.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 118-144211

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$315.00

**TOTAL FOR DEPT/ACCT** \$315.00





# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-210120 - WASTEWATER ADMIN**

Work Request Number	273749	Problem Location	FRONT GATE
Date Work Requested	7/13/2020 6:58:00 PM	Actual Labor Hours	0.00
Date Work Completed	8/10/2020 12:00:00 PM	Cost of Parts	-
Requested By	ANTHONY GRACIA	Other Costs	\$428.00
Building	SWWP - Warren - Administration	Total Cost	\$428.00

Instructions

Atlas- "We went to the job site and we replaced an electric box in order to get the gate functioning again. Everything was left working."

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 408-210120

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$428.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-210120 - WASTEWATER ADMIN**

Number

Work Request Number	278746	Problem Location	Wastewater Collections 6027 Shirley Street 34109
Date Work Requested	8/5/2020 11:14:18 AM	Actual Labor Hours	5.00
Date Work Completed	8/18/2020 2:48:23 PM	Cost of Parts	\$492.25
Requested By	THOMAS WATTS	Other Costs	-
Building	Wastewater Collections	Total Cost	\$726.00

Instructions

Installed plexiglass sheild.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 408-210120

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$726.00

**TOTAL FOR DEPT/ACCT** \$1,154.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-253211 - SCRWTP - WATER PLANT TREATMENT**

Work Request Number	273923	Problem Location	7200 Naples (Carrica Pump station)
Date Work Requested	7/14/2020 12:27:23 PM	Actual Labor Hours	0.00
Date Work Completed	8/14/2020 9:54:55 AM	Cost of Parts	-
Requested By	SCOTT HAMILTON	Other Costs	\$255.00
Building	Carica Repump Station	Total Cost	\$255.00

Instructions  
From Atlas- Motor issue

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 408-253211  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$255.00

**TOTAL FOR DEPT/ACCT** \$255.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	<b>408-233352 - SCWRF - SOUTH WASTEWATER PLANT</b>		
Work Request Number	274088	Problem Location	SWWP - Warren - Administration, 5600 Warren St
Date Work Requested	7/14/2020 7:57:33 PM	Actual Labor Hours	0.00
Date Work Completed	8/14/2020 9:59:43 AM	Cost of Parts	-
Requested By	GREGORY HUEBBE	Other Costs	\$3,385.00
Building	SWWP - Warren - Administration	Total Cost	\$3,385.00
Instructions	SWWP-ADM-1 BACK GATE WILDFLOWER^ is not closing."		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	408-233352		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$3,385.00		
<b>TOTAL FOR DEPT/ACCT</b>	\$3,385.00		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **474-173415-646180-59003.2 - SOLID WASTE  
NAPLES RECYCLING**

Work Request Number	274363	Problem Location	North East Recycling Drop-Off Center NERC, 825 39th Avenue North East
Date Work Requested	7/15/2020 6:52:33 PM	Actual Labor Hours	0.00
Date Work Completed	8/14/2020 10:02:17 AM	Cost of Parts	-
Requested By	CHARLES HARRISON	Other Costs	\$315.00
Building	North East Recycling Drop-Off Center NERC	Total Cost	\$315.00

**Instructions**

The furthest north gate on property, (The customer exit gate) is not closing properly again. The motor does not engage when trying to close it and staff is having trouble now trying to manually close it in the rain.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 474-173415-646180-59003.2

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$315.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	474-173415-646180-59003.2 - SOLID WASTE NAPLES RECYCLING		
Work Request Number	283789	Problem Location	Building H Health, 3339 Tamiami Trail E
Date Work Requested	8/24/2020 10:08:12 AM	Actual Labor Hours	0.80
Date Work Completed	8/24/2020 10:08:36 AM	Cost of Parts	\$24.00
Requested By	CHARLES HARRISON	Other Costs	-
Building	Building H Health	Total Cost	\$61.40
Instructions	PRINT 14 DECALS		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	474-173415-646180-59003.2		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$61.40		
<b>TOTAL FOR DEPT/ACCT</b>	<b>\$376.40</b>		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **109-182601 - WATER OPERATION ADM**

Work Request Number	274863	Problem Location	Main Gate at Entry way
Date Work Requested	7/17/2020 1:47:11 PM	Actual Labor Hours	0.00
Date Work Completed	8/14/2020 10:02:54 AM	Cost of Parts	-
Requested By	ALEX MUMM	Other Costs	\$255.00
Building	Pelican Bay Admin	Total Cost	\$255.00

Instructions

Main gate closes and does not open back. Employees would have to manually open from the inside (other side of the gate)the gate is currently left open until gate is repaired or closing time

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 109-182601  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$255.00

**TOTAL FOR DEPT/ACCT** \$255.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	001-156338 - PARKS & RECREATION MAINTENANCE		
Work Request Number	276272	Problem Location	Goodland Boating Park Ship Store, 740 Palm Point Drive, Marco Island, FL 34140
			Goodland Boating Park Ship Store
Date Work Requested	7/23/2020 2:51:57 PM	Actual Labor Hours	0.00
Date Work Completed	8/18/2020 12:00:00 PM	Cost of Parts	-
Requested By	BRANDON GARDNER	Other Costs	\$419.79
Building	Goodland Boating Park Marina	Total Cost	\$419.79
Instructions	Check out the lights on the commercial beverage cooler- The electricity is working in the cooler, but the lights are not. Call Brandon (239) 300-8912 ahead of time.		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	001-156338		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$419.79		





# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	001-156338 - PARKS & RECREATION MAINTENANCE		
Work Request Number	276408	Problem Location	Freedom Park Entrance Gate
Date Work Requested	7/24/2020 10:58:52 AM	Actual Labor Hours	0.00
Date Work Completed	8/14/2020 9:33:54 AM	Cost of Parts	-
Requested By		Other Costs	\$3,280.00
Building	Freedom Park Pavilion 1	Total Cost	\$3,280.00
Instructions	Entrance gate needs repair- please see attached pictures From Atlas: "We went to the site job and determine that the swing opener DoorKing Model 6100 was broken, it has been replaced"		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	001-156338		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$3,280.00		
<b>TOTAL FOR DEPT/ACCT</b>	<b>\$3,699.79</b>		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **111-156332 - PARKS & OTHER PROPERTIES**

Work Request Number	277865	Problem Location	Port of the Islands Marina / Store, 525 Newport Dr
Date Work Requested	7/31/2020 2:30:00 PM	Actual Labor Hours	3.50
Date Work Completed	8/3/2020 7:20:36 AM	Cost of Parts	\$100.00
Requested By	JENNIFER ZYRIS	Other Costs	-
Building	Port of the Islands / Fire #61	Total Cost	\$263.63

**Instructions**

Copied from Service Request 107785): "• Please repair trash gate (see attached picture) • Contact Person(s) and Phone Number(s) if needed: Paradise Property Management - Cindy Blatt 239-770-6595 or Brandon Gardner 239-300-8912

Re-installed repaired gate

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 111-156332

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$263.63



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **111-156332 - PARKS & OTHER PROPERTIES**

Work Request Number	279144	Problem Location	Vanderbilt Beach Restrooms (New), 150 Vanderbilt Beach Rd
Date Work Requested	8/6/2020 10:25:00 AM	Actual Labor Hours	11.00
Date Work Completed	8/7/2020 2:48:08 PM	Cost of Parts	\$139.91
Requested By	JEFF BELL	Other Costs	-
Building	Vanderbilt Beach Restrooms (New)	Total Cost	\$654.16

**Instructions**

We have a crash site at Vanderbilt beach bathrooms again. Need to be repaired.

**CHARGE**

**CREDIT:**

EXPENDITURE ACCOUNT NO: 111-156332

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$654.16



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **111-156332 - PARKS & OTHER PROPERTIES**

Work Request Number	284809	Problem Location	East Naples Park ENCP Comm Center, 3500 Thomasson Dr
Date Work Requested	8/27/2020 7:47:00 AM	Actual Labor Hours	0.50
Date Work Completed	8/27/2020 8:48:42 AM	Cost of Parts	\$71.01
Requested By	ANGELA OGNIBENE	Other Costs	-
Building	East Naples Park ENCP Comm Center	Total Cost	\$94.39

Instructions

Replaced 5x8 US Flag

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 111-156332  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$94.39

**TOTAL FOR DEPT/ACCT** \$1,012.17



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	001-157110 - UNIVERSITY EXTENSION SERVICES (AGRICULTURE CENTER)		
Work Request Number	278227	Problem Location	University Extension, 14700 Immokalee Rd
Date Work Requested	8/3/2020 1:50:44 PM	Actual Labor Hours	1.00
Date Work Completed	8/3/2020 1:51:35 PM	Cost of Parts	\$25.00
Requested By	PAULA SPRINGS	Other Costs	-
Building	University Extension	Total Cost	\$71.75
Instructions	cut vinyl and place on yard sign material hang off ceiling		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	001-157110		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$71.75		
<b>TOTAL FOR DEPT/ACCT</b>	\$71.75		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account **040-611010 - CCSO ADMIN**

## Number

Work Request Number	278298	Problem Location	SOUTH GATE SOUTH
Date Work Requested	8/3/2020 2:48:30 PM	Actual Labor Hours	0.00
Date Work Completed	8/10/2020 12:00:00 PM	Cost of Parts	-
Requested By		Other Costs	\$1,750.00
Building	CCSO Sheriff Fleet	Total Cost	\$1,750.00

## Instructions

One of the two sliding portions of the southern exit gate is operating.

## CHARGE

## CREDIT:

EXPENDITURE ACCOUNT NO: 040-611010  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

## DATE:

**AMOUNT APPROVED:** \$1,750.00

**TOTAL FOR DEPT/ACCT** \$1,750.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **040-623010 - JAIL HOLDING CELLS (ALL JAIL LOCATIONS)**

Work Request Number	278308	Problem Location	7 Charlie - Cell #1
Date Work Requested	8/3/2020 3:00:05 PM	Actual Labor Hours	2.00
Date Work Completed	8/3/2020 3:04:46 PM	Cost of Parts	-
Requested By	MELISA BENZICK	Other Costs	-
Building	Building J1 Old Jail	Total Cost	\$93.50

Instructions

Toilet is clogged. High risk inmate.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 040-623010

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$93.50

**TOTAL FOR DEPT/ACCT** \$93.50



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account **490-144610 - EMS**

## Number

Work Request Number	278554	Problem Location	EMS 44 Garage Door
Date Work Requested	8/4/2020 2:54:44 PM	Actual Labor Hours	0.00
Date Work Completed	8/10/2020 12:00:00 PM	Cost of Parts	-
Requested By	JONATHAN HARRADEN	Other Costs	\$380.00
Building	EMS Station 44 / CCSO Sub	Total Cost	\$380.00

## Instructions

The controller looks like it got torqued and is tilted. The drive shaft appears to have shifted and is now too short and the sprocket got pulled off. Parts are at the Station but unknown if they are re-usable.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 490-144610

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$380.00

**TOTAL FOR DEPT/ACCT** \$380.00





# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	759-101555 - PARADISE COAST SPORTS COMPLEX		
Work Request Number	278556	Problem Location	Paradise Coast Sports Complex - Maintenance Facility, 3881 City Gate Blvd South
Date Work Requested	8/4/2020 2:59:03 PM	Actual Labor Hours	4.00
Date Work Completed	8/4/2020 2:59:22 PM	Cost of Parts	\$150.00
Requested By	MARK BAKER	Other Costs	-
Building	Paradise Coast Sports Complex - Maintenance Facility	Total Cost	\$337.00
Instructions	make 12 metal signs with vinyl wording.		

CHARGE	
CREDIT:	
EXPENDITURE ACCOUNT NO:	759-101555
REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:	
<b>DATE:</b>	
<b>AMOUNT APPROVED:</b>	\$337.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	<b>759-101555 - PARADISE COAST SPORTS COMPLEX</b>		
Work Request Number	278892	Problem Location	Paradise Coast Sports complex - Welcome Center/Offices, 3940 City Gate Blvd North
Date Work Requested	8/5/2020 3:10:15 PM	Actual Labor Hours	1.50
Date Work Completed	8/5/2020 3:11:19 PM	Cost of Parts	\$88.00
Requested By	MARISSA FAHEY	Other Costs	-
Building	Paradise Coast Sports complex Welcome Center/Offices	Total Cost	\$158.13
Instructions	make 8 yard signs with stakes		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	759-101555		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$158.13		
<b>TOTAL FOR DEPT/ACCT</b>	<b>\$495.13</b>		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **183-116366-763100-88046 - CLAM PASS PARK**

Work Request Number	278739	Problem Location	Clam pass bathrooms
Date Work Requested	8/5/2020 10:51:27 AM	Actual Labor Hours	1.00
Date Work Completed	8/5/2020 12:00:00 PM	Cost of Parts	\$1,875.00
Requested By		Other Costs	-
Building	Clam Pass Bath House	Total Cost	\$1,921.75

**Instructions**

We need an updated quote (attached) for 4 hand dryers. Purchasing parts only.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 183-116366-763100-88046

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$1,921.75

**TOTAL FOR DEPT/ACCT** \$1,921.75



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **198-157410 - MUSEUM**

Work Request Number	278768	Problem Location	180 S Heathwood Dr Marco Island
Date Work Requested	8/5/2020 12:25:02 PM	Actual Labor Hours	1.50
Date Work Completed	8/5/2020 12:26:35 PM	Cost of Parts	\$35.00
Requested By	REBECCA MAZEROSKI	Other Costs	-
Building	MUSEUM - MIHM Marco Island Historical Museum	Total Cost	\$105.13

**Instructions**

make and install two 12x18 metal signs with reflective letters

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 198-157410

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$105.13

**TOTAL FOR DEPT/ACCT** \$105.13



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number      **001-163601 - PTNE (PUBLIC TRANSIT AND NEIGHBORHOOD ENHANCEMENT)**

Work Request Number	278812	Problem Location	8300 Radio Rd Naples
Date Work Requested	8/5/2020 1:56:55 PM	Actual Labor Hours	1.00
Date Work Completed	8/5/2020 1:57:25 PM	Cost of Parts	-
Requested By	LIZ SORIANO	Other Costs	-
Building	Cat Morande Administration	Total Cost	\$46.75

Instructions  
install two signs they supplied

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO:      001-163601  
REVENUE ACCOUNT NO:          001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:**              \$46.75

**TOTAL FOR DEPT/ACCT**              \$46.75



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	001-156140 - GOLDEN GATE LIBRARY / OLD GGL (SPECIAL NEEDS SUMMER CAMP)		
Work Request Number	279357	Problem Location	3355 Tamiami Trail E Naples
Date Work Requested	8/6/2020 2:35:42 PM	Actual Labor Hours	2.00
Date Work Completed	8/6/2020 2:37:44 PM	Cost of Parts	-
Requested By	LIZ SORIANO	Other Costs	-
Building	Parking Garage #2	Total Cost	\$93.50
Instructions	remove several signs and reinstall in new location, install four new signs they supplied		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	001-156140		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$93.50		
<b>TOTAL FOR DEPT/ACCT</b>	\$93.50		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	001-155410 - DAS DOMESTIC ANIMAL SERVICES		
Work Request Number	279558	Problem Location	DAS Sallyport / Stray Cat Building 2, 7610 Davis Blvd Naples
Date Work Requested	8/7/2020 9:20:00 AM	Actual Labor Hours	0.00
Date Work Completed	8/10/2020 12:00:00 PM	Cost of Parts	-
Requested By	KYRA LYNCH	Other Costs	\$975.00
Building	DAS Sallyport / Stray Cat Building 2	Total Cost	\$975.00

**Instructions**

From Atlas- "We went to the job site and determined that the push button and the bearing of the pipe needed to be replaced. Everything was left working perfectly. "

**CHARGE**

**CREDIT:**

EXPENDITURE ACCOUNT NO: 001-155410  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$975.00

**TOTAL FOR DEPT/ACCT** \$975.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	408-253212 - SOUTH WATER PLANT DISTRIBUTION		
Work Request Number	280524	Problem Location	SWP - City Gate - Lime Process Building, 3851 City Gate Dr
Date Work Requested	8/11/2020 3:16:00 PM	Actual Labor Hours	10.50
Date Work Completed	8/18/2020 12:00:00 PM	Cost of Parts	\$13.32
Requested By	MICHAEL BIRMINGHAM	Other Costs	-
Building	SWP - City Gate - Lime Process Building	Total Cost	\$504.20

**Instructions**

VFD part of lime building A/c not working critical area. contact mike birmingham 239-252-6114.

**CHARGE**

**CREDIT:**

EXPENDITURE ACCOUNT NO: 408-253212  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$504.20

**TOTAL FOR DEPT/ACCT** \$504.20





# Special Services

Dates between: 08/01/2020 and 08/31/2020

<b>Dept. Name/Account Number</b>	<b>111-138759 - HHVS HOUSING HUMAN &amp; VETERANS SERVICES</b>		
Work Request Number	280719	Problem Location	Building H Health, 3339 Tamiami Trail E
Date Work Requested	8/12/2020 9:09:00 AM	Actual Labor Hours	2.00
Date Work Completed	8/12/2020 11:03:13 AM	Cost of Parts	\$39.96
Requested By	BARBETTA HUTCHINSON	Other Costs	-
Building	Building H Health	Total Cost	\$133.46
Instructions	Install window blinds in office 211 contact barbetta hutchinson 239-252-4228 "		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	111-138759-646180		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$133.46		
<b>TOTAL FOR DEPT/ACCT</b>	<b>\$133.46</b>		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-210125 - WATER OP ADMIN**

Work Request Number	280789	Problem Location	Headworks
Date Work Requested	8/12/2020 12:20:15 PM	Actual Labor Hours	0.00
Date Work Completed	8/25/2020 3:15:48 PM	Cost of Parts	-
Requested By	PETER MOSER	Other Costs	\$1,265.00
Building	SCWRF - Warren - Reclaimed Water Storage Tank	Total Cost	\$1,265.00

Instructions

Bay door in screening dumpster room power is on for the door but door is off its rail a bit. Not operating properly.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 408-210125

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$1,265.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-210125 - WATER OP ADMIN**

Work Request Number	282311	Problem Location	ASR Aquifer Storage Recovery Well
			15694 Livingston Rd 34110
Date Work Requested	8/18/2020 7:05:00 AM	Actual Labor Hours	0.00
Date Work Completed	8/25/2020 3:20:01 PM	Cost of Parts	-
Requested By	GLENN GRAINGER	Other Costs	\$580.00
Building	ASR Aquifer Storage Recovery Well	Total Cost	\$580.00

**Instructions**

Main gate is not functional. Request assistance with main gate. Details contact Glenn 239-438-2944

**CHARGE**

**CREDIT:**

EXPENDITURE ACCOUNT NO: 408-210125  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$580.00

**TOTAL FOR DEPT/ACCT** \$1,845.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **001-144210 - EMERGENCY MANAGEMENT ADMIN**

Work Request Number	282011	Problem Location	Main Entrance
Date Work Requested	8/17/2020 10:15:07 AM	Actual Labor Hours	0.00
Date Work Completed	8/25/2020 3:24:54 PM	Cost of Parts	-
Requested By	NORMAN COX	Other Costs	\$255.00
Building	Emergency Services Center	Total Cost	\$255.00

Instructions

Main Entrance Gate having issues operating.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 001-144210

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$255.00

**TOTAL FOR DEPT/ACCT** \$255.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account **070-081010 - TAX COLLECTOR**

## Number

Work Request Number	282182	Problem Location	3291 Tamiami Trail E Naples
Date Work Requested	8/17/2020 1:54:00 PM	Actual Labor Hours	2.50
Date Work Completed	8/17/2020 2:00:25 PM	Cost of Parts	\$12.00
Requested By	LEILA VARCOE	Other Costs	-
Building	Building C1 Tax Collector	Total Cost	\$128.88

## Instructions

Took all pieces to be disposed of from main MV warehouse and from city hall to recycling. Danna had paperwork.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 070-081010

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$128.88



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account **070-081010 - TAX COLLECTOR**

## Number

Work Request Number	283945	Problem Location	Golden Gate Tax Collector
Date Work Requested	8/24/2020 12:25:00 PM	Actual Labor Hours	2.00
Date Work Completed	8/28/2020 6:35:24 AM	Cost of Parts	\$336.00
Requested By		Other Costs	-
Building	Golden Gate Government Center	Total Cost	\$429.50

## Instructions

Install umbrella on table outside break room

## CHARGE

### CREDIT:

EXPENDITURE ACCOUNT NO: 070-081010  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

### DATE:

**AMOUNT APPROVED:** \$429.50

**TOTAL FOR DEPT/ACCT** \$558.38



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **101-163620 - ROAD MAINTENANCE**

Work Request Number	282218	Problem Location	2054 davis
Date Work Requested	8/17/2020 2:24:00 PM	Actual Labor Hours	5.50
Date Work Completed	8/19/2020 2:47:21 PM	Cost of Parts	\$602.55
Requested By	BRIAN HAUGRUD	Other Costs	-
Building	Road Maintenance Administration	Total Cost	\$859.68

**Instructions**

Install gate to secure property.

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 101-163620

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$859.68

**TOTAL FOR DEPT/ACCT** \$859.68



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **001-156180 - EAST NAPLES LIBRARY**

## Number

Work Request Number	282328	Problem Location	ENL Men's Restroom
Date Work Requested	8/18/2020 7:44:30 AM	Actual Labor Hours	3.50
Date Work Completed	8/21/2020 6:59:52 AM	Cost of Parts	-
Requested By		Other Costs	-
Building	East Naples Library	Total Cost	\$163.63

## Instructions

Repair drywall behind door in men's restroom

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 001-156180

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$163.63

**TOTAL FOR DEPT/ACCT** \$163.63





# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-210131 - TECHNICAL SUPPORT LOGISTICS OPERATIONS**

Work Request Number	283792	Problem Location	Building H Health, 3339 Tamiami Trail E
Date Work Requested	8/24/2020 10:10:47 AM	Actual Labor Hours	0.00
Date Work Completed	8/24/2020 12:00:00 PM	Cost of Parts	\$500.00
Requested By		Other Costs	-
Building	Building H Health	Total Cost	\$500.00

Instructions

Conference Room scheduler licenses for Conference Room B and C

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 408-210131

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$500.00

**TOTAL FOR DEPT/ACCT** \$500.00



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	113-138932-652920 - OPS & REGULATORY MGMT		
Work Request Number	283834	Problem Location	GMD P&R (Development Services), 2800 N Horseshoe Dr
Date Work Requested	8/24/2020 10:29:21 AM	Actual Labor Hours	0.00
Date Work Completed	8/24/2020 12:00:00 PM	Cost of Parts	\$1,500.00
Requested By		Other Costs	-
Building	GMD P&R (Development Services)	Total Cost	\$1,500.00
Instructions	Six Teem Pro licenses for Conference Room schedulers		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	113-138932-652920		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$1,500.00		
<b>TOTAL FOR DEPT/ACCT</b>	<b>\$1,500.00</b>		



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **187-138325 - BAYSHORE CRA**

Work Request Number	284111	Problem Location	Bayshore CRA, 3570 Bayshore Dr Unit 102
Date Work Requested	8/24/2020 3:18:14 PM	Actual Labor Hours	0.50
Date Work Completed	8/24/2020 3:18:41 PM	Cost of Parts	\$22.00
Requested By	SHIRLEY GARCIA	Other Costs	-
Building	Bayshore CRA	Total Cost	\$45.38

Instructions  
print two metal signs

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 187-138325  
REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$45.38

**TOTAL FOR DEPT/ACCT** \$45.38



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-210105 - PUD PUBLIC UTILITIES ADMIN**

Work Request Number	285269	Problem Location	Building H Health, 3339 Tamiami Trail E
Date Work Requested	8/28/2020 2:41:20 PM	Actual Labor Hours	1.00
Date Work Completed	8/30/2020 12:00:00 PM	Cost of Parts	\$45.00
Requested By	BARBETTA HUTCHINSON	Other Costs	-
Building	Building H Health	Total Cost	\$91.75

Instructions

Room 213 they need it unlocked. Barbetta 4228

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 408-210105

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$91.75



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **408-210105 - PUD PUBLIC UTILITIES ADMIN**

Work Request Number	285622	Problem Location	Building H Health, 3339 Tamiami Trail E
Date Work Requested	8/31/2020 2:39:57 PM	Actual Labor Hours	1.00
Date Work Completed	8/30/2020 2:42:00 PM	Cost of Parts	\$45.00
Requested By	BARBETTA HUTCHINSON	Other Costs	-
Building	Building H Health	Total Cost	\$91.75

**Instructions**

drill out lock and replace with new one, cut new keys and install latch plate

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 408-210105

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$91.75

**TOTAL FOR DEPT/ACCT** \$183.50



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number **111-156334 - PARKS & REC IMMOKALEE PARKS & OTHER PROPERTIES**

Work Request Number	285464	Problem Location	sign shop
Date Work Requested	8/31/2020 9:42:13 AM	Actual Labor Hours	2.00
Date Work Completed	8/30/2020 9:43:00 AM	Cost of Parts	\$240.00
Requested By	LEONOR MONTELONGO	Other Costs	-
Building	Immokalee South Park Community Center	Total Cost	\$333.50

Instructions

Print two large banners

CHARGE

CREDIT:

EXPENDITURE ACCOUNT NO: 111-156334

REVENUE ACCOUNT NO: 001-122240-487400

AUTHORIZATION FOR PAYMENT BY  
REIMBURSING AGENCY:

**DATE:**

**AMOUNT APPROVED:** \$333.50

**TOTAL FOR DEPT/ACCT** \$333.50



# Special Services

Dates between: 08/01/2020 and 08/31/2020

Dept. Name/Account Number	111-156381 - PARKS & REC E. NAPLES COMMUNITY PARK		
Work Request Number	285478	Problem Location	sign shop
Date Work Requested	8/31/2020 10:47:40 AM	Actual Labor Hours	2.00
Date Work Completed	8/30/2020 10:48:00 AM	Cost of Parts	\$240.00
Requested By	KATHY TOPOLESKI	Other Costs	-
Building	East Naples Park ENCP Comm Center	Total Cost	\$333.50
Instructions	print two large banners for vpk		
CHARGE			
CREDIT:			
EXPENDITURE ACCOUNT NO:	111-156381		
REVENUE ACCOUNT NO:	001-122240-487400		
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY:			
<b>DATE:</b>			
<b>AMOUNT APPROVED:</b>	\$333.50		
<b>TOTAL FOR DEPT/ACCT</b>	\$333.50		
<b>GRAND TOTAL FOR ALL SPECIAL SERVICES</b>	\$27,924.07		