



Special Services (Aug 2019)

Department

ADMINISTRATIVE SERVICES ADMIN

Account Number

001-121110

Work Request Number	201988951	Problem Location	Heather Yilmaz's office
Date Work Requested	7/25/2019 1:27:50 PM	Actual Labor Hours	6.00
Date Work Completed	8/7/2019 8:05:40 AM	Cost of Labor	\$233.75
Requested By	Heather Yilmaz	Cost of Parts	\$16.10
Building	Building F Administration	Other Costs	\$0.00
		Total Cost	\$249.85

Work Description

Wire office for cable T.V.. Electrical and coax.

Tradesworker Notes

Manuel Marrero: Check the convenience location for get the power and tv cable and get all materials .job is done installed and working .

Work Request Number	201989922	Problem Location	Suite 201
Date Work Requested	8/6/2019 11:28:41 AM	Actual Labor Hours	0.50
Date Work Completed	8/12/2019 8:18:53 AM	Cost of Labor	\$23.38
Requested By	Valerie Fleming	Cost of Parts	\$0.00
Building	Building F Administration	Other Costs	\$2.00
		Total Cost	\$25.38

Work Description

I have an existing wall name plate that needs employee name and title put on it. The plate measures 13"x3-1/2" and it will need to have the name Valerie Fleming in white letters.

Tradesworker Notes

Troy Pirosseno: pick up cut and install vinyl name and drop off

CHARGE:	EXPENDITURE ACCOUNT NO:	001-121110-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$275.23



Special Services (Aug 2019)

Department BUSINESS AND ECONOMIC DEVELOPMENT
Account Number 001-138760

Work Request Number	201989263	Problem Location	N/A
Date Work Requested	7/31/2019 11:50:26 AM	Actual Labor Hours	12.00
Date Work Completed	8/7/2019 2:40:36 PM	Cost of Labor	\$561.00
Requested By	Lincoln Price	Cost of Parts	\$0.00
Building	Naples Accelerator	Other Costs	\$55.80
		Total Cost	\$616.80

Work Description

requesting a work order for changing numerous light bulbs at the Naples Accelerator, 3510 Kraft Road, suite 200 as follows:

- Office 17- 1 bulb
- Office 16, 1 bulb
- Office 13- 1 bulb
- Office 10- 1 bulb
- Office 9- 1 bulb
- Office 19- 1 bulb
- Office 18- 1 bulb
- Office 1- 1 bulb

Tradesworker Notes

Enrique Iglesias: We need 835 flourecent bulb,Done
 Oscar Alonso: We reemplace (25) lamps for news 35 , job is complete and tested thanks

Work Request Number	201990405	Problem Location	N/A
Date Work Requested	8/12/2019 4:47:22 PM	Actual Labor Hours	1.00
Date Work Completed	8/13/2019 2:13:43 PM	Cost of Labor	\$46.75
Requested By	Aisling Swift	Cost of Parts	\$0.00
Building	Naples Accelerator	Other Costs	\$0.00
		Total Cost	\$46.75

Work Description

Office of Business & Economic Development has a new sit stand desk that needs to be installed. Has 2 computers that need to be hooked up with separate keyboards and monitors at the 1 station.

Tradesworker Notes

Kyle Benner: Put together stand up desk where staff suggest

CHARGE:	EXPENDITURE ACCOUNT NO:	001-138760-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$663.55



Special Services (Aug 2019)

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

Work Request Number	201987837	Problem Location	Exit Gate
Date Work Requested	7/8/2019 9:03:54 AM	Actual Labor Hours	0.00
Date Work Completed	8/6/2019 7:45:34 AM	Cost of Labor	\$0.00
Requested By	Liz Soriano	Cost of Parts	\$0.00
Building	Cat Morande Administration	Other Costs	\$1,111.00
		Total Cost	\$1,111.00

Work Description

Exit gate is malfunctioning and will not close properly - chain was taken off and power was disconnected in order to close it
Update to WO- We need to add a chain support to that gate. The chain on there is new, but as the gate is used it starts to sag and makes contact with the curb. Once it starts making contact with the curb it gives us issues to open and close.

Tradesworker Notes

Atlas Door & Gate: complete
From: SorianoLiz
Sent: Tuesday, July 9, 2019 3:16 PM
To: DL-FMOPS
Cc: DeleonOmar
Subject: RE: Please Approve Special Service Work Request No. 201987837

The below special request is approve with stipulation that an estimate must be presented prior to work, so that we are aware of the cost.

Thank you,
Liz Soriano

Work Request Number	201988336	Problem Location	N/A
Date Work Requested	7/16/2019 10:31:25 AM	Actual Labor Hours	2.50
Date Work Completed	8/1/2019 8:01:55 AM	Cost of Labor	\$116.88
Requested By	Yousi Cardeso	Cost of Parts	\$0.00
Building	Cat Morande Administration	Other Costs	\$1,100.00
		Total Cost	\$1,216.88

Work Description

an addition of a couple of wall outlets in the archive room of the maintenance building of the radio road CAT facility

Tradesworker Notes

Gustavo Patino: 7/19, Went and inspected the area with a staff member. I believe they want to install receptacles for future cubicles on the block wall at two locations. Will need to get power from the ceiling somewhere. Will speak with James Williams and 201 to figure out how to approach this task. 7/22, per James, will meet with Hart's to schedule an installation. 7/31, met with John Harts to go over the scope of work. He will submit a quote to James Williams. Complete, thank you.

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:	\$2,327.88



Special Services (Aug 2019)

Department CCSO ADMIN
Account Number 040-611010

Work Request Number	201989337	Problem Location	Evidence garage door.
Date Work Requested	8/1/2019 12:44:17 PM	Actual Labor Hours	0.00
Date Work Completed	8/6/2019 2:07:31 PM	Cost of Labor	\$0.00
Requested By	John Lambley	Cost of Parts	\$0.00
Building	Building J2 Jail Administration	Other Costs	\$6,680.00
		Total Cost	\$6,680.00
Work Description			
Evidence overhead door in the parking garage is not working properly. This is a security risk due to being an evidence storage area. Please have this fix ASAP.			
Tradesworker Notes			
Atlas Door & Gate: awaiting invoice			

CHARGE:	EXPENDITURE ACCOUNT NO:	040-611010-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$6,680.00



Special Services (Aug 2019)

Department

CLERK OF COURTS ADMINISTRATION

Account Number

011-311111

Work Request Number	201990094	Problem Location	Clerk of Courts - Administration office
Date Work Requested	8/7/2019 9:59:40 AM	Actual Labor Hours	1.00
Date Work Completed	8/15/2019 8:48:40 AM	Cost of Labor	\$46.75
Requested By	Jennifer Milum	Cost of Parts	\$0.00
Building	Building L1 Courthouse Annex	Other Costs	\$0.00
		Total Cost	\$46.75
Work Description			
Clerk's Administration - office door 216 - rekey from DCA5 to DCA12 (do not need any additional keys)			
Tradesworker Notes			
John Kennedy: change out ic core			

CHARGE:	EXPENDITURE ACCOUNT NO:	011-311111-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$46.75



Special Services (Aug 2019)

Department EMS
Account Number 490-144610

Work Request Number	201989742	Problem Location	N/A
Date Work Requested	8/5/2019 8:14:58 AM	Actual Labor Hours	0.00
Date Work Completed	8/12/2019 11:11:18 AM	Cost of Labor	\$0.00
Requested By	Alan McLaughlin	Cost of Parts	\$0.00
Building	EMS Station #70	Other Costs	\$2,540.00
		Total Cost	\$2,540.00
Work Description			
West side bay door for engine- the cable have unraveled			
Tradesworker Notes			
Atlas Door & Gate: awaiting Invoice			

CHARGE:	EXPENDITURE ACCOUNT NO:	490-144610-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$2,540.00



Special Services (Aug 2019)

Department GMD P&R CODE ENFORCEMENT
Account Number 111-138911

Work Request Number	201988506	Problem Location	N/A
Date Work Requested	7/18/2019 10:04:52 AM	Actual Labor Hours	24.00
Date Work Completed	8/6/2019 8:00:27 AM	Cost of Labor	\$748.00
Requested By	Jean Benoit	Cost of Parts	\$0.00
Building	Immokalee Code Enforcement	Other Costs	\$0.00
		Total Cost	\$748.00

Work Description
Special Service project on the weekends only. Pressure Wash the exterior of GMD Immokalee building located at 310 Alachua. Please pay special attention to the the gutters and remove all spider webs from glass. Please contact Jean Benoit for additional information

Tradesworker Notes
Pedro Perez: pressure washed building
Yuandis Jova: pressure washed building
Domingo Martinez: The building was cleaning Completing

CHARGE:	EXPENDITURE ACCOUNT NO:	111-138911-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$748.00



Special Services (Aug 2019)

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

Work Request Number	201990161	Problem Location	N/A
Date Work Requested	8/8/2019 10:34:42 AM	Actual Labor Hours	1.50
Date Work Completed	8/12/2019 8:17:24 AM	Cost of Labor	\$70.13
Requested By	Jean Benoit	Cost of Parts	\$0.00
Building	GMD P&R (Development Services)	Other Costs	\$13.96
		Total Cost	\$84.09

Work Description

Secure 5 to 6 signs in the ceiling, this is a two man job

Tradesworker Notes

Kyle Benner: This work order will contract in will change all ceiling tile , spoke to jean Benoit about this work order
 From: BurkeRose
 Sent: Thursday, August 8, 2019 1:16 PM
 To: BenoitJean
 Cc: McCormickJohn ; DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201990161

Approved

From: BenoitJean
 Sent: Thursday, August 8, 2019 1:13 PM
 To: BurkeRose
 Cc: BenoitJean ; McCormickJohn
 Subject: FW: Please Approve Special Service Work Request No. 201990161

Hi Rose,

The current signage we have in the building was improperly installed. I submitted a work order to have Facilities secure the current signs in the building to the metal beam with cables or wires as per John McCormick from Facilities. Requesting approval for Special Service work request.

Work Request Number	201990162	Problem Location	N/A
Date Work Requested	8/8/2019 10:40:30 AM	Actual Labor Hours	10.50
Date Work Completed	8/16/2019 4:51:06 PM	Cost of Labor	\$490.88
Requested By	Jean Benoit	Cost of Parts	\$390.60
Building	GMD P&R (Development Services)	Other Costs	\$125.46
		Total Cost	\$1,006.94

Work Description

5 to 6 offices with regular light switches not motion sensor lighting. Needs motion sensor lighting installed

Tradesworker Notes

Gustavo Patino: Met with Mr. Benoit and conducted a walk-through of all the areas. These are the listed areas. GMD Operations Offices 403, 405, 411, 420, 417 and GMD Fiscal offices 203 and 206. I am now ordering parts. 8/13, 203, 417, 420. 8/15, 411, 403.....had to go to supply house to purchase more parts for 2 switch conversion . 8/16, 405, rewrite conference room and the install infrared sensors. Complete , thank you.

CHARGE:	EXPENDITURE ACCOUNT NO:	111-138319-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$1,091.03



Special Services (Aug 2019)

Department

GMD PR& COMPREHENSIVE PLANNING

Account Number

111-138317

Work Request Number	201988680	Problem Location	N/A
Date Work Requested	7/22/2019 9:22:08 AM	Actual Labor Hours	2.00
Date Work Completed	8/14/2019 3:53:59 PM	Cost of Labor	\$93.50
Requested By	Jean Benoit	Cost of Parts	\$0.00
Building	GMD P&R (Development Services)	Other Costs	\$112.00
		Total Cost	\$205.50

Work Description

We need to install Norton door closer for Conference Room C. Please contact Jean A Benoit regarding additional information.

Tradesworker Notes

John Kennedy: install door closer
 From: BenoitJean
 Sent: Tuesday, August 6, 2019 1:20 PM
 To: DL-FMOPS
 Cc: BenoitJean
 Subject: RE: Please Approve Special Service Work Request No. 201988680

Good Afternoon Facilities,

Approved.

RESPECTFULLY

Jean A Benoit
 Jean A Benoit
 Supervisor - Operations & Regulatory Management Department
 Collier County Growth Management Department
 2800 N. Horseshoe Drive
 Naples, FL 34104
 Office (239) 252-8684
 Mobile (239) 571-1953
 JeanBenoit@colliercountyfl.gov
 NOTE: Email Address has changed

Work Request Number	201988820	Problem Location	N/A
Date Work Requested	7/23/2019 6:04:38 PM	Actual Labor Hours	2.00
Date Work Completed	8/12/2019 8:18:54 AM	Cost of Labor	\$93.50
Requested By	Jean Benoit	Cost of Parts	\$0.00
Building	GMD P&R (Development Services)	Other Costs	\$135.00
		Total Cost	\$228.50

Work Description

GMD North located at 2800 North Horseshoe Drive P and R Building. We are requesting the removal of the current passage door handle in Howard Critchfield's office and replace it with a door handle with an internal lock. Please contact Jean A Benoit regarding additional information.

Tradesworker Notes

John Kennedy: change lock out
 From: BenoitJean
 Sent: Tuesday, August 6, 2019 1:19 PM
 To: DL-FMOPS
 Cc: BenoitJean
 Subject: RE: Please Approve Special Service Work Request No. 201988820

Good Afternoon Facilities,

Approved.

RESPECTFULLY

Jean A Benoit
 Jean A Benoit
 Supervisor - Operations & Regulatory Management Department
 Collier County Growth Management Department
 2800 N. Horseshoe Drive
 Naples, FL 34104
 Office (239) 252-8684
 Mobile (239) 571-1953
 JeanBenoit@colliercountyfl.gov
 NOTE: Email Address has changed



Special Services (Aug 2019)

CHARGE:

EXPENDITURE ACCOUNT NO:

111-138317-646180

CREDIT:

REVENUE ACCOUNT NO:

001-122240-487400

AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____

DATE: _____

AMOUNT APPROVED:

\$434.00



Special Services (Aug 2019)

Department HEALTH DEPARTMENT
Account Number 001-155810

Work Request Number	201989274	Problem Location	Room 319A
Date Work Requested	7/31/2019 2:18:52 PM	Actual Labor Hours	7.00
Date Work Completed	8/16/2019 8:10:19 AM	Cost of Labor	\$163.63
Requested By	Camilo Torres	Cost of Parts	\$0.00
Building	Building H Health	Other Costs	\$27.84
		Total Cost	\$191.47
Work Description			
We want to extend an electrical outlet 6 feet to the right so the computer's UPS can reach it. Could you please send us an estimate? POC Devinci. Thank you Camilo 239-293-3000			
Tradesworker Notes			
Manuel Marrero: Check the office and how perform the job take decisions and made list materials to GRAINGER for estimates price .alredy sent quote to costumer and agree to do the job .we installed wire mold and run circuit under desk job is complete			

CHARGE:	EXPENDITURE ACCOUNT NO:	001-155810-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$191.47



Special Services (Aug 2019)

Department IMMOKALEE REGIONAL AIRPORT
Account Number 495-192330

Work Request Number	201988068	Problem Location	Administrative Office
Date Work Requested	7/11/2019 10:08:23 AM	Actual Labor Hours	3.50
Date Work Completed	8/15/2019 4:19:07 PM	Cost of Labor	\$163.63
Requested By	Andrew Bennett	Cost of Parts	\$0.00
Building	Immokalee Airport Terminal	Other Costs	\$54.00
		Total Cost	\$217.63

Work Description

Please rekey the external door on the administrative office located adjacent to the managers office. Also, please install a new door handle and/or deadbolt on the interior door on the administrative office as well. Contact Andrew Bennett at (239) 877-7541 with any questions.

Tradesworker Notes

John Kennedy: rekey 3 locks,order knob lock,install dead bolt
 From: BennettAndrew
 Sent: Tuesday, August 6, 2019 10:36 AM
 To: DL-FMOPS
 Subject: RE: Please Approve Special Service Work Request No. 201988068

Approved.

From: DL-FMOPS
 Sent: Tuesday, August 06, 2019 10:34 AM
 To: BennettAndrew
 Subject: Please Approve Special Service Work Request No. 201988068

Work Request Number	201988902	Problem Location	Gate C - Interior Departure Loops
Date Work Requested	7/24/2019 4:52:14 PM	Actual Labor Hours	0.00
Date Work Completed	8/6/2019 2:09:21 PM	Cost of Labor	\$0.00
Requested By	Andrew Bennett	Cost of Parts	\$0.00
Building	Immokalee Airport Terminal	Other Costs	\$770.00
		Total Cost	\$770.00

Work Description

The interior/departure loops on Gate C are not functioning. Please coordinate with new contracted gate repair vendor for inspection and repair.

Tradesworker Notes

Atlas Door & Gate: awaiting invoice
Invoice # - CC-9791

CHARGE:	EXPENDITURE ACCOUNT NO:	495-192330-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$987.63



Special Services (Aug 2019)

Department

JAIL HOLDING CELLS (ALL JAIL LOCATIONS)

Account Number

040-623010

Work Request Number	201989271	Problem Location	N/A
Date Work Requested	7/31/2019 1:49:32 PM	Actual Labor Hours	0.00
Date Work Completed	8/12/2019 11:12:24 AM	Cost of Labor	\$0.00
Requested By	Shirley Lt. Noya	Cost of Parts	\$0.00
Building	Building J3 New Jail	Other Costs	\$12,100.00
		Total Cost	\$12,100.00

Work Description

Please replace the spring, motor, and stainless steel curtain for the Jail overhead door, per their approval.

Tradesworker Notes

Atlas Door & Gate: Awaiting Invoice

Work Request Number	201989297	Problem Location	N/A
Date Work Requested	8/1/2019 8:08:34 AM	Actual Labor Hours	40.00
Date Work Completed	8/7/2019 8:05:41 AM	Cost of Labor	\$1,215.50
Requested By	Manuel Marrero	Cost of Parts	\$46.25
Building	Building J1 Old Jail	Other Costs	\$25.69
		Total Cost	\$1,287.44

Work Description

Update the existing illumination in that floor

Tradesworker Notes

Manuel Marrero: Remove old fixtures rewriting and piping new fixtures in the wall and install new led fixtures .job is complete

Work Request Number	201989593	Problem Location	Entrance door (Visitation Area)
Date Work Requested	8/4/2019 9:20:22 AM	Actual Labor Hours	17.50
Date Work Completed	8/16/2019 4:51:05 PM	Cost of Labor	\$631.13
Requested By	Dawn Hickey	Cost of Parts	\$0.00
Building	Building D Risk / Jail Visitation	Other Costs	\$0.00
		Total Cost	\$631.13

Work Description

The Entrance door (Visitation Area) is not functional. Request assistance with entrance door.

Details contact Dawn #239-252-4793

Address: 3319 Tamiami Trail East 34112

Tradesworker Notes

John Happney: Apparent vandalism. Ops checking cameras, CCSO filing report 19-254924 Deputy Romos ID 1810. Securing area with roll shutter until facilities can board up and replace.

Manuel Marrero: Check cause to the problem and look like key Switch doesn't work right soo we remove it lubricated still don't operate , we open it and manipulated inside in order to open the shutter and structural could do his job .we try find the new parts .we went to graybar and look for parts replacement but not success , then we went to company call AHT and we find the parts buy for posterior day work make the repair .we install new key swchits

Hipolito Nava: Openened manually



Special Services (Aug 2019)

Work Request Number	201990206	Problem Location	5A Cell #2 Toilet
Date Work Requested	8/9/2019 6:14:21 AM	Actual Labor Hours	4.00
Date Work Completed	8/12/2019 7:42:53 AM	Cost of Labor	\$187.00
Requested By	Earl Hall	Cost of Parts	\$0.00
Building	Building J1 Old Jail	Other Costs	\$0.00
		Total Cost	\$187.00

Work Description

5A Cell #2 Toilet is not flushing.

Tradesworker Notes

Jesse Lenahan: Complete. A full book was flushed down toilet. Most of the book name was visible. Should be able to find out who checked the book out. C.O took pictures as well. INMATE VANDALISM.

CHARGE:	EXPENDITURE ACCOUNT NO:	040-623010-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$14,205.57



Special Services (Aug 2019)

Department MUSEUM
Account Number 198-157410

Work Request Number	201989548	Problem Location	N/A
Date Work Requested	8/2/2019 9:31:28 AM	Actual Labor Hours	1.50
Date Work Completed	8/7/2019 7:44:19 AM	Cost of Labor	\$70.13
Requested By	James (Jim) Noe	Cost of Parts	\$0.00
Building	Museum Main Building	Other Costs	\$0.00
		Total Cost	\$70.13

Work Description
 Water Fountain- push bar to turn on fountain was kicked and does not work.

Tradesworker Notes
 Kevin Brock: Repaired

Work Request Number	201990088	Problem Location	180 South Heathwood Drive
Date Work Requested	8/7/2019 9:03:43 AM	Actual Labor Hours	1.50
Date Work Completed	8/8/2019 9:54:13 AM	Cost of Labor	\$70.13
Requested By	Jennifer Perry	Cost of Parts	\$26.74
Building	Marco Island Museum	Other Costs	\$0.00
		Total Cost	\$96.87

Work Description
 Hi, We have another installation for a diaper changing station. This time we need it installed in the mens restroom in the ADMIN BUILD. There doesnt seem to be room in the museum. Please see staff for any questions. Staff is available from 8:30-4 Monday through Saturday. NO RUSH on the project!!!!!!

Tradesworker Notes
 Brian Haugrud: Complete. Installed a baby changing unit in the men's restroom.

CHARGE:	EXPENDITURE ACCOUNT NO:	198-157410-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$167.00



Special Services (Aug 2019)

Department MUSEUM ROBERT'S RANCH
Account Number 198-157440

Work Request Number	201988869	Problem Location	Ranch buildings
Date Work Requested	7/24/2019 11:06:07 AM	Actual Labor Hours	0.33
Date Work Completed	8/1/2019 8:03:08 AM	Cost of Labor	\$15.43
Requested By	Pamela Miner	Cost of Parts	\$0.00
Building	Roberts Ranch Operations	Other Costs	\$5.00
		Total Cost	\$20.43
Work Description			
set of keys for Roberts Ranch: RRT, RRC, RRH, RRP, & M; I have the set of keys for duplication (Pam-at Main Museum)			
Tradesworker Notes			
John Kennedy: cut and stamp keys			

CHARGE:	EXPENDITURE ACCOUNT NO:	198-157440-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$20.43



Special Services (Aug 2019)

Department PARKS & OTHER PROPERTIES
Account Number 111-156332

Work Request Number	201989245	Problem Location	By Pickleball Court
Date Work Requested	7/31/2019 9:24:32 AM	Actual Labor Hours	2.00
Date Work Completed	8/1/2019 7:28:57 AM	Cost of Labor	\$93.50
Requested By	Kathy Topoleski	Cost of Parts	\$0.00
Building	East Naples Park ENCP Raquet	Other Costs	\$0.00
		Total Cost	\$93.50

Work Description

Women restroom handicap stall clogged

Tradesworker Notes

Kevin Brock: remove feminine product from toilet waste line

Work Request Number	201989778	Problem Location	N/A
Date Work Requested	8/5/2019 1:40:17 PM	Actual Labor Hours	51.50
Date Work Completed	8/15/2019 2:52:10 PM	Cost of Labor	\$2,407.63
Requested By	Chris Cousins	Cost of Parts	\$0.00
Building	Pelican Bay Park Community	Other Costs	\$665.51
		Total Cost	\$3,073.14

Work Description

Put pelican bay restroom/ locker room back together.

Tradesworker Notes

Chris Cousins: purchased supplies, delivered to site and started repair. 8/8, 8/12 installed drywall
 Andrew Fulkroad: purchased supplies, delivered to site and started repair. 8/8 8/12 installed drywall
 Marc Hatcher: Waiting for minor plumbing work to close up wall and begin tile work
 Richard Paquette: installed dry wall, repaired ceiling, removed tile from floor

Work Request Number	201989782	Problem Location	vpc room C
Date Work Requested	8/5/2019 2:47:48 PM	Actual Labor Hours	32.50
Date Work Completed	8/8/2019 10:40:45 AM	Cost of Labor	\$1,519.38
Requested By	Annie Alvarez	Cost of Parts	\$73.52
Building	Max Hasse Park Mhp Community Center	Other Costs	\$73.28
		Total Cost	\$1,666.18

Work Description

put up wall panels
all materials are at location

Tradesworker Notes

Kyle Benner: Room has been finished touched up painted is done all plastic has been put in plate all trim has been painted white and caulk into place
 Chris Cousins: installed plastic on wall.
 Andrew Fulkroad: complete
 Marc Hatcher: Check out job and schedule , installed plastic
 Jessie King: complete

CHARGE:	EXPENDITURE ACCOUNT NO:	111-156332-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$4,832.82



Special Services (Aug 2019)

Department

PARKS & REC NCRP NORTH COLLIER REGIONAL PARK SUN & FUN

Account Number

001-156314

Work Request Number	201988891	Problem Location	N/A
Date Work Requested	7/24/2019 2:43:43 PM	Actual Labor Hours	7.50
Date Work Completed	8/9/2019 8:08:24 AM	Cost of Labor	\$350.63
Requested By	Steven Weisberg	Cost of Parts	\$0.00
Building	NCRP Sun N Fun Pool Concession	Other Costs	\$0.00
		Total Cost	\$350.63

Work Description

to remove the current ice maker and install the new one at NCRP sun n fun Food Concessions. Contact of vendor is 239-692-3298(Zack young) and myself 239-451-8606.

Tradesworker Notes

Tony Borges: check ice machine at united refrigeration verified voltage and amps ,called Steve ,informed of the power that need it to be upgrade.

German Gonzalez: Assisted radio 106 with installation of ice machine. 8/8/19- turned ice machine on. Will return to inspect ice harvest is complete. System is making ice

CHARGE:

EXPENDITURE ACCOUNT NO:

001-156314-646180

CREDIT:

REVENUE ACCOUNT NO:

001-122240-487400

AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____

DATE: _____

AMOUNT APPROVED:

\$350.63



Special Services (Aug 2019)

Department Parks & Recreation Maintenance
Account Number 001-156338

Work Request Number	201990138	Problem Location	Gate from the left going in
Date Work Requested	8/8/2019 6:48:40 AM	Actual Labor Hours	1.00
Date Work Completed	8/16/2019 2:03:16 PM	Cost of Labor	\$46.75
Requested By	Regina Pagni	Cost of Parts	\$0.00
Building	Gordon River Greenway	Other Costs	\$545.00
		Total Cost	\$591.75

Work Description

The gate is not opening in the main parking lot. Update: The master or lead portion of the system appears to have a locked rotor on the motor. I reset it twice it tried to run but locked out and shut down. Everything else appears to be working normally (timer, beam, loop, etc) but the motor will not reverse and close.

Tradesworker Notes

John Happney: Power at gate, timer correct, loop and safety checked. Reset gate and found motor trying to go in reverse but appears to be in locked rotor or binding. Please send to contractor.

Atlas Door & Gate: Complete

Work Request Number	201990440	Problem Location	locker room
Date Work Requested	8/13/2019 9:37:47 AM	Actual Labor Hours	3.00
Date Work Completed	8/16/2019 3:54:20 PM	Cost of Labor	\$140.25
Requested By	Jerry Shukes	Cost of Parts	\$0.00
Building	Pelican Bay Maintenance Building 2	Other Costs	\$0.00
		Total Cost	\$140.25

Work Description

demo fluorescent lights and add temp lighting in locker room.

Tradesworker Notes

Heliodoro Rojas: Installed Demo lights

Oscar Alonso: We reemplace the 3 fluorescent fixture for 3 temporary sockets and LED lts, repairs all the ceiling , job complete, thanks

CHARGE:	EXPENDITURE ACCOUNT NO:	001-156338-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$732.00



Special Services (Aug 2019)

Department PELICAN BAY WASTEWATER
Account Number 109-182901

Work Request Number	201990355	Problem Location	N/A
Date Work Requested	8/12/2019 9:32:24 AM	Actual Labor Hours	16.00
Date Work Completed	8/14/2019 8:09:16 AM	Cost of Labor	\$748.00
Requested By	Kevin Brock	Cost of Parts	\$0.00
Building	Pelican Bay Maintenance Building 2	Other Costs	\$0.00
		Total Cost	\$748.00
Work Description			
install new drainage for sinks			
Tradesworker Notes			
Kevin Brock: Complete			

CHARGE:	EXPENDITURE ACCOUNT NO:	109-182901-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$748.00



Special Services (Aug 2019)

Department PROPERTY APPRAISER
Account Number 060-051010

Work Request Number	201989100	Problem Location	kitchen
Date Work Requested	7/29/2019 9:11:20 AM	Actual Labor Hours	1.00
Date Work Completed	8/7/2019 8:05:45 AM	Cost of Labor	\$46.75
Requested By	Patti Hisler	Cost of Parts	\$0.00
Building	Property Appraiser	Other Costs	\$0.00
		Total Cost	\$46.75

Work Description

We would like for someone to come to our office and see what we would need to have a garbage disposal installed in our kitchen.

Tradesworker Notes

Gustavo Patino: Went and investigated then documented. Complete, thank you.

Work Request Number	201990175	Problem Location	N/A
Date Work Requested	8/8/2019 12:17:23 PM	Actual Labor Hours	10.00
Date Work Completed	8/12/2019 4:01:23 PM	Cost of Labor	\$467.50
Requested By	Vickie Downs	Cost of Parts	\$20.83
Building	Property Appraiser	Other Costs	\$0.00
		Total Cost	\$488.33

Work Description

Please hook up power for the garbage disposal at the Property Appraisers office. Once complete, advise Kevin Brock allowing him to install the disposal unit.

Tradesworker Notes

Gustavo Patino: 8/9, Gathered up all the material to do the job. 8/12, ran the circuitry from the available circuit and then ran down wall to a switch and the receptacle installed for the disposal. Energized, tested complete, thank you.

CHARGE:	EXPENDITURE ACCOUNT NO:	060-051010-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$535.08



Special Services (Aug 2019)

Department PUD MERCANTILE OPERATIONS CENTER
Account Number 408-210106

Work Request Number	201989756	Problem Location	N/A
Date Work Requested	8/5/2019 9:31:41 AM	Actual Labor Hours	0.00
Date Work Completed	8/7/2019 2:10:59 PM	Cost of Labor	\$0.00
Requested By	James Williams	Cost of Parts	\$0.00
Building	Public Utilities Mercantile East	Other Costs	\$2,470.00
		Total Cost	\$2,470.00
Work Description			
Main gate stuck open no longer closes			
Tradesworker Notes			
Atlas Door & Gate: Awaiting Invoice Invoice CC-4957			

CHARGE:	EXPENDITURE ACCOUNT NO:	408-210106-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$2,470.00



Special Services (Aug 2019)

Department SOE SUPERVISOR OF ELECTIONS
Account Number 080-511010

Work Request Number	201990089	Problem Location	N/A
Date Work Requested	8/7/2019 9:04:01 AM	Actual Labor Hours	2.00
Date Work Completed	8/7/2019 12:02:44 PM	Cost of Labor	\$93.50
Requested By	Melissa Blazier	Cost of Parts	\$0.00
Building	Supervisor Of Elections Administration	Other Costs	\$0.00
		Total Cost	\$93.50
Work Description			
3 very large printers in building need to be taken out for recycle/trash.			
Tradesworker Notes			
Chris Cousins: Picked up and took to recycle			
Brian Haugrud: Picked up and took to recycle			

CHARGE:	EXPENDITURE ACCOUNT NO:	080-511010-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$93.50



Special Services (Aug 2019)

Department SOLID WASTE NAPLES RECYCLING CENTER
Account Number 470-173441

Work Request Number	201988460	Problem Location	N/A
Date Work Requested	7/17/2019 3:28:16 PM	Actual Labor Hours	9.25
Date Work Completed	8/12/2019 8:19:12 AM	Cost of Labor	\$432.44
Requested By	James McConnell	Cost of Parts	\$0.00
Building	Naples Recycling Center Office	Other Costs	\$116.71
		Total Cost	\$549.15
Work Description			
Need a quote for a temporary cover/tarp that is 14 x 30 - would like to be called to meet tradesworker on site			
Tradesworker Notes			
Marc Hatcher: complete			
Richard Paquette: Scheduled to meet James at 10:00 a.m. on 7/19. 8/9 installed tarp			

CHARGE:	EXPENDITURE ACCOUNT NO:	470-173441-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$549.15



Special Services (Aug 2019)

Department TAX COLLECTOR
Account Number 070-081010

Work Request Number	201987879	Problem Location	N/A
Date Work Requested	7/8/2019 3:22:35 PM	Actual Labor Hours	3.00
Date Work Completed	8/12/2019 4:02:47 PM	Cost of Labor	\$140.25
Requested By	Leila Varcoe	Cost of Parts	\$0.00
Building	Tax Collector / Driver's License Airport	Other Costs	\$120.00
		Total Cost	\$260.25

Work Description

Request for the attached sign to be made for the Airport DL office. ATTENTION Troy Pirosseno We need four (4) signs made, placed on posts and installed on the premises at 725 Airport Road South. These are not signs for the right-of-way. As for the size, perhaps Troy could suggest a proper size. Please request that Troy call me to discuss size and placement. Site contact Rob Stoneburner 252-8051

Tradesworker Notes

Troy Pirosseno: print signs and laminate, pick up posts and install at location
From: Leila Varcoe
Sent: Tuesday, July 9, 2019 7:57 AM
To: DL-FMOPS
Subject: RE: Please Approve Special Service Work Request No. 201987879

This is approved Per Rob Stoneburner.

Kindest Regards,

Leila Varcoe

Work Request Number	201989946	Problem Location	N/A
Date Work Requested	8/6/2019 4:14:52 PM	Actual Labor Hours	4.00
Date Work Completed	8/7/2019 8:04:42 AM	Cost of Labor	\$93.50
Requested By	Leila Varcoe	Cost of Parts	\$187.49
Building	Tax Collector Green Tree	Other Costs	\$0.00
		Total Cost	\$280.99

Work Description

Key codes are not working on the doors. Doors are insecure.

Tradesworker Notes

John Hapney: Power board is not functioning. 120v input but no power generated on the board. Send to Lee 209, he is familiar and has new board.

Jeffrey Martin: Replaced Power Supply. Tested all doors with rep in building. All doors/keypads functioning properly now.

Work Request Number	201989947	Problem Location	N/A
Date Work Requested	8/6/2019 4:20:34 PM	Actual Labor Hours	0.50
Date Work Completed	8/8/2019 6:47:27 AM	Cost of Labor	\$23.38
Requested By	Leila Varcoe	Cost of Parts	\$0.00
Building	Tax Collector Green Tree	Other Costs	\$0.00
		Total Cost	\$23.38

Work Description

The board under the station has fallen it keeps all the cables and wires up the screws that were holding it up are not long enough site contact Nayda Avillia Lori Haupters desk 598-2525

Tradesworker Notes

Kyle Benner: Rehung board that came down



Special Services (Aug 2019)

Work Request Number	201990183	Problem Location	Commputer Room
Date Work Requested	8/8/2019 1:44:29 PM	Actual Labor Hours	2.00
Date Work Completed	8/9/2019 6:35:18 AM	Cost of Labor	\$93.50
Requested By	Leila Varcoe	Cost of Parts	\$0.00
Building	Tax Collector Green Tree	Other Costs	\$0.00
		Total Cost	\$93.50

Work Description

Point of Contact: Nayda Avila 598-2525, Computer room without A/c, needs servicing

Tradesworker Notes

Dennis Gonzalez: Found unit with error code and no blowing any cold air. Was told by customer that B&I had been there working on that system duo to a water leak. I talked to Harrie and he was gonna send out the tech that was there the dY before to have a look at the unit. Customer was informed

CHARGE:	EXPENDITURE ACCOUNT NO:	070-081010-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$658.12



Special Services (Aug 2019)

Department

TECHNICAL SUPPORT LOGISTICS OPERATIONS

Account Number

408-210131

Work Request Number	201989932	Problem Location	Not a location service, printing service from Troy
Date Work Requested	8/6/2019 12:45:51 PM	Actual Labor Hours	2.00
Date Work Completed	8/12/2019 8:18:54 AM	Cost of Labor	\$93.50
Requested By	Anthony Russo	Cost of Parts	\$0.00
Building	Public Utilities Mercantile East	Other Costs	\$35.00
		Total Cost	\$128.50

Work Description

I spoke with Troy today, we need TWO 36"x48" gloss prints of a presentation file. The FIRST print to be printed on thick Poster Paper, Gloss finish, able to be rolled into a tube for transport. 36"x48" The SECOND print to be printed and mounted to a foam core backer board, also gloss finish. 36"x48"

PHIL SHERMAN IS STILL FINALIZING THE DESIGN TODAY, THEN SENDING TO DAN RODRIGUEZ FOR HIS APPROVAL. AS SOON AS APPROVAL IS GRANTED, PHIL SHERMAN WILL EMAIL TROY THE FILE FOR THIS PROJECT REQUEST. THANK YOU ALL!!

Tradesworker Notes

Troy Pirosseno: print large posters and place one on foam board
From: RussoAnthony
Sent: Tuesday, August 6, 2019 1:37 PM
To: DL-FMOPS
Cc: ShermanPhil
Subject: RE: Please Approve Special Service Work Request No. 201989932
Importance: High

We approve this facilities work request, thank you! Funding string: 408/210131/646180

Respectfully,

Tony

Anthony F. Russo, Jr., FMP
Operations Coordinator

CHARGE:

EXPENDITURE ACCOUNT NO:

408-210131-646180

CREDIT:

REVENUE ACCOUNT NO:

001-122240-487400

AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____

DATE: _____

AMOUNT APPROVED:

\$128.50



Special Services (Aug 2019)

Department

UBCS- UTILITY BILLING & CUSTOMER SERVICE - CLIENT ACCOUNTING

Account Number

408-210152

Work Request Number	201990218	Problem Location	4420 Mercantile Ave
Date Work Requested	8/9/2019 8:29:26 AM	Actual Labor Hours	0.33
Date Work Completed	8/15/2019 8:48:59 AM	Cost of Labor	\$15.43
Requested By	Heather Sweet	Cost of Parts	\$0.00
Building	Public Utilities Mercantile East	Other Costs	\$3.00
		Total Cost	\$18.43

Work Description

I have a key for Golden Gate Office that needs copies made. Please see Heather Sweet on Mercantile

Tradesworker Notes

John Kennedy: cut and stamp keys

CHARGE:	EXPENDITURE ACCOUNT NO:	408-210152-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$18.43



Special Services (Aug 2019)

Department UNIVERSITY EXTENSION SERVICES (AGRICULTURE CENTER)
Account Number 001-157110

Work Request Number	201977149	Problem Location	14700 Immokalee Road, Naples
Date Work Requested	6/27/2019 8:25:53 AM	Actual Labor Hours	8.50
Date Work Completed	8/3/2019 5:00:12 PM	Cost of Labor	\$93.50
Requested By	Peggy McDonough	Cost of Parts	\$0.00
Building	University Extension (Agriculture Center)	Other Costs	\$97.47
		Total Cost	\$190.97

Work Description
 Twyla wants... the existing monument sign: clean, remove existing letters and plaques paint - standard colors - SW 6072 Versatile Grey on base and pillars, SW6098 Pacer White on back ground of letters and top of pillar caps. Maximize the size of the letters and logos. Layout, per the attached, to increase visibility from both directions of Immokalee Road.

Tradesworker Notes
 Ramon Arca: complete
 Domingo Martinez: The monument is ready painted

CHARGE:	EXPENDITURE ACCOUNT NO:	001-157110-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$190.97



Special Services (Aug 2019)

Department WASTEWATER COLLECTIONS FIELD OPS
Account Number 408-233351

Work Request Number	201989340	Problem Location	N/A
Date Work Requested	8/1/2019 1:10:06 PM	Actual Labor Hours	2.00
Date Work Completed	8/12/2019 8:34:45 AM	Cost of Labor	\$93.50
Requested By	Chris Cousins	Cost of Parts	\$0.00
Building	Public Utilities Mercantile West	Other Costs	\$253.76
		Total Cost	\$347.26

Work Description

Move furniture for the painting contractor

Tradesworker Notes

Chris Cousins: ordered sliders, schedule 8/12, moved furniture as needed

Andrew Fulkroad: complete

Work Request Number	201990099	Problem Location	N/A
Date Work Requested	8/7/2019 10:34:43 AM	Actual Labor Hours	0.50
Date Work Completed	8/17/2019 1:20:26 PM	Cost of Labor	\$23.38
Requested By	Hemantha Ranatunge	Cost of Parts	\$0.00
Building	Master Pump Station #103	Other Costs	\$26,406.86
		Total Cost	\$26,430.24

Work Description

run new 2 refrigeration lines
run new electrical 2 line systems with disconnects
install 2 new systems

Tradesworker Notes

Hemantha Ranatunge: .

B & I Contractors: .
From: AtkinsonDayne
Sent: Wednesday, August 7, 2019 3:12 PM
To: HaileyVoegerlVEN
Cc: Williams,James ; ranatungehemantha
Subject: RE: 201990099

approved

CHARGE:	EXPENDITURE ACCOUNT NO:	408-233351-646180
CREDIT:	REVENUE ACCOUNT NO:	001-122240-487400
AUTHORIZATION FOR PAYMENT BY REIMBURSING AGENCY: _____		
DATE: _____	AMOUNT APPROVED:	\$26,777.50



Special Services (Aug 2019)

Grand Total:	\$70,082.31
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