| Site | Building | Floor | Space | Request Number | Request Description |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 47-WAREHOUSE | Floor 1 |  | 20153-121149 | Please give Joseph Magallanes access to the green warehouse with his Cyber key and he needs a key to the Qhut. He is doing cleaning in these areas after 2 pm daily |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 161 - Office | 14207-121157 | Please remove and discard the fridge behind Cynthia's desk, which has become rotted over time and has mold inside. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 228 - Class Lab | 14221-121158 | We will need janitorial to come by to clean and wipe down the lab, desk and chairs included. They will also need to remove the few custodial materials they have left in there too. Thank you. |
| Moorpark College | 27 - PERFORMING ARTS |  |  | 14218-121245 | Lighting maintenance in catwalk over control room on 3rd floor. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-121286 | Can you please check my adjustable desk? It's the part where my monitors are on. I have not been able to adjust it up or down. I'm not sure if it's disconnected or something is wrong with the electrical. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-121264 | Shade cloth over the bleaches need to be cleaned |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 203 - Police Training Room | 22599-121216 | A couple Light bulbs in the hallway and the restroom of the station need to be replaced. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 101 - Office | 14218-121329 | Discuss possibility of installing a peep hole on the door to the Box Office so that I can see who is there before opening the door. Not sure is this is allowed or maybe there is another solution to address safety concerns (especially on show nights) when I collect money for tickets. |
| Moorpark College | 25-COMMUNICATIONS | Floor 1 | 130 - Control Lab | 14219-121414 | Install 'On Air' indicator light inside control lab and tie into current 'On Air' lighting circuit. Install control relay, program wireless switch, bypass existing wall switch and install blank cover. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 226 - Class Lab Service | 14209-121393 | Per Jim Artero, investigate and resolve an electrical power issue that I noticed today in the Physics Prep Room (PS-226). Summary: <br> A 10-amp power breaker in the Power Panel located above the Prep Room Copying Machine has tripped, and it cannot be reset. Looks like it might be a defective breaker switch. These breaker controls power to the copying machine, the telephone, and my desktop computer. Please investigate and repair. |


| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 101 - Library | 14214-121515 | Could we please have the following delivered to the library first floor: <br> (1) 4-drawer lateral cabinet <br> (1) 3-drawer lateral cabinet <br> These items will go in the "Cyber Café" area -- the same side as the women's restroom on the 1st floor in the area with the wooden cubicles. |
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| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 103 - Office | 14218-121505 | Please remove all items from PA 103. <br> This is in preparation for a newer FT Faculty member to move into this office. |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 201 - Ground Level Parking | 22599-121215 | Lighting over the police vehicles need to be replaced. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 103 - Office | 14218-121506 | Please paint all walls of PA103. The facutly member who will be moving into this office has requested "anything in the light beige family" for the color, if you have something like that on hand. <br> For any specific questions around color - please contact Jamie Whittington-Studer. jamie_whittingtonst1@vcccd.edu |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-121537 | Staff -Winter Dainard-900876406. Need these rooms added to her Cyber Key. Poly Room, Campus Center and SSA-112. She will be working in these areas. Please email her when done at: wdainard@vcccd.edu. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 103 - Class Lab | 14209-121560 | On Wednesday, 7/14/2021, please deliver from the Warehouse a new instrument for the Chemistry Department, to PS 103 (it is an NMR, ordered with P0124410). Thank you. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-121612 | (already done) Please deliver 1 case of paper to Kris Romero, thanks! |


| Moorpark College | 12 - MUSIC | Floor 1 | 106 - Class Lab | 14217-121642 | The MCCV courses are moving from the garage to the music building in the fall. As such, can we please have all of our sound/teaching equipment transferred from the parking garage basement (where the golf carts are stored) back to Music M-106? <br> It's all of the equipment grouped together: utility cart, sound cart, music stands, speakers, keyboard, keyboard stand, etc. Picture of the grouped items attached for reference. <br> Thanks! <br> Brandon |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 105 - Counseling Office | 20287-121686 | Need additional access to the EOPS office. I am a recent hire to the department as EOPS counselor. I have an existing key already as I previously worked in the financial aid department |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 100 - Black Box Theater | 14218-121540 | There are ants in PA-100. They are mainly located along the back entrance (door to the parking lot area) and also in the Black Box Control Booth, PA-200. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-121152 | Please deliver 12 packs of alcohol surface wipes to the lab techs in LMC 233. Thank you. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 202 - Desk | 14214-121538 | Key request attached for Sarah Martinson. Sarah starts on July 19th, if possible please deliver keys to AC 233 by Monday July 19th at 8:30 am where Matt Calfin will be meeting with her. If you have questions regarding key request, please contact Ruth Houston-Mudd at x1422 |


| Moorpark College | 12 - MUSIC | Floor 1 | 132-Office | 14217-121355 | Please create 5 new key cards for each of the following <br> Music Building rooms: <br> M-132 <br> M-136 <br> M-137 <br> M-139 <br> M-143 <br> M-144 <br> M-146 <br> M-147 <br> M-148 <br> M-149 <br> Also, if possible, can you erase access to the above rooms to any previously issued key cards? (So that the above requested keys are the only ones that have access to these rooms). Many did not make it back to campus due to the Pandemic. <br> Jason, if you have any specific questions, please contact Brandon Elliott belliott@vcccd.edu |
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| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-121613 | Please deliver 1 case of paper to Obalid Younan, thanks! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 227 - Classroom | 14221-121617 | On the LMC-227 interior door, the latch is stiff and the door will not self-close. Thank you. |
| Moorpark College | 3-GYM | Floor 1 | 126 - Training Room | 14222-121625 | The ATC would like to have a paper towel holder installed in their area. See Cherisse or Mariel for more information. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-121704 | Please hang this clear brochure organizer where the current Black Holder is and move the Black organizer to next to the light switch. See pictures for reference. Thank you. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-121468 | Please cut the black rubber mats so that they fit around the light fixture inside SAT 09 in Show area. We need to be able to cover all the dirt inside the corral. |


| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 212 - Computer Lab | 14212-121685 | Please assemble the 11 new rolling chairs (currently in warehouse) and deliver them to T-212. <br> And, please take out the 'tagged' old chairs from room T212. On Monday, 7/19, Ed Garcia will mark which existing 11 old chairs in T-212 that will need to be removed. <br> Thank you! |
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| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-121314 | New staff electronic and card key for staff member Jennifer Warden |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 130 - Office | 14207-121713 | Replacement of lost key for Lisa Branton. Key request attached. |
| Moorpark College | 25-COMMUNICATIONS | Floor 1 | 125 - Corridor | 14219-121842 | All of the furniture, presently sitting in the COMM 125 corridor, can be disposed of. **MOST PIECES ARE HEAVY** This would benefit from the lift-gate truck. Also, if additional help is needed, I am on-campus 9am Monday to Friday. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-121884 | Yesterday we noticed that the fire exit door on the 2nd floor is beeping. Shandor did a walkthrough of the library and checked the other fire exit doors and was concerned that they might not be functioning. Could someone please check the fire exit doors? |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 100 - Black Box <br> Theater | 14218-121909 | The doors leading into PA-100 are not closing properly. If you enter the theater from the hallway doors closest to the dance studio, the next set of double doors won't close. <br> I attached two photos of the area. There is a triangular piece that usually recedes into the door frame when the door closes but it is sticking out at the moment. The door can't close completely and we hope you will be able to fix it. <br> I'm not sure if it possible to rush this request since we have performances scheduled to start Thurs. 7/22, but if it could be done as soon as possible that would be great. Because the door is not fully closing it is letting in light and sound from the hallway which makes a not ideal performance situation. <br> Thanks! <br> Ariana Burrell |
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| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 100 - Black Box <br> Theater | 14218-121908 | Please look at the Exit Sign in PA-100 that is mounted over the door that leads directly to the parking lot. The sign is flashing and the bulb might need to be replaced. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 244 - Restroom, Men's | 20143-121784 | Urinal not working in the Men's room second floor HSC |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-121849 | I have some padlocks that need repair <br> Thanks! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-121743 | Card reader that students use to access the zoo not working again today. Seem to happen intermittently. Also I need to check the access on my key card. I am unable to get access in the morning to let the students in. Thanks! |
| Moorpark College | 51 - EATM BUILDING |  |  | 20135-121951 | Please check doorlocks on EATM offices 210 and 211. Faculty having difficulty with keys in the locks. Not sure if it is the keys or the doorlocks themselves. |


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| Moorpark College | 51 - EATM BUILDING | Floor 2 | 211 - Office, Faculty | $20135-122028$ | Air conditioning not functioning in this building. |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 222A - Technical Assistance Room | 14214-122352 | Could we please have a small canopy delivered to the library. We will use this to cover a small table for campus outreach during the first week of school. Could this be delivered by August 9th? <br> Sarah Martinson will be using the canopy, her office is 220 in the Technical Assistance Room 222A. |
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| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 104 - Nuclear <br> Medicine | 20143-122288 | Light will turn on and go off after a few minutes. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 122 - Study Room | 14214-122333 | of the 210 laptops in the cage that has 4 pallets. <br> Please deliver 1 pallet and the Loose laptops from the top of the stack to LLR 122 |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-121852 | Need a cyber key, the one I had was issued to someone else. Tim Lumas went to have my key uploaded with different offices, the key smith took the key. <br> Please issue my another key and have the following rooms on my cyber key: SSA Room 108 (VRC); SSA Room 112; Campus Center main entrance, Associated Students main entrance, and both entrances for the Polly Room (Raider Central) |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 112 - Inactive Area | 20287-122000 | Please update my and Tim Lumas's cyber keys to open SSA 112. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-122385 | Two offices inside the VRC (Please install plexiglass for staff members to provide in person services. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 150 - Lounge | 14210-121864 | This request is from Kristen Robinson: I have a coffee table in the Student Activities Office that has a glass top. Can I please have a piece of Plexiglas (or whatever $\mathrm{M}+\mathrm{O}$ would suggest) made to go on top of the glass so students don't break it? It's in the main open area of Student Activities, in the center of all the couches/seating. Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's <br> Waiting Area | 14207-122427 | Please update my cyber key to add 101, 102, 103, 104, 105, 110D (both doors), 110E, 138, 139, 141, 142, 144, 150, 151, 151C, 152, 153, $155,157,161,162,164,165,166$ |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 218 - CLASSROOM | 14208-122458 | Counselor, Danita Redd, needs her key fob programmed so that she can enter classroom FH-218 for appointments. Thank you! |


| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 123 - Electrical Room | 14211-122412 | Clean out and vacuum panels, xfrmrs, fixtures and room. |
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| Moorpark College | $25-C O M M U N I C A T I O N S$ | Floor 1 | 145 - Office | 14219-122454 | Please deliver 4 cases of paper to Kerry Mehle, thanks! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 122 - Study Room | 14214-122445 | Deliver all remaining pallets of laptops for PO 124426 (48 delivered by FMO already, 3 taken by IT already). They can all be placed in room LLR122. Please coordinate with Aaron Kay and he can help get them into the building/room. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-122443 | The recyclables bin is full. Please empty and return. |
| Moorpark College | 54 - Student Services Annex |  |  | 20287-122390 | Please grant Xilen Ramirez 900556166 access to all exterior and interior doors at SSA A \& B. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-121758 | Modification to old opossum exhibit- holes cut between platforms (discussed with lan) |
| Moorpark College | 13 - EATM LATH HOUSE | Floor 1 | 1 - Assembly Service | 20517-121242 | The opossum enclosure backstage needs to have sides installed on the ramps. The last opossum fell off the side of the ramp and it wasn't good :( We have a new opossum coming in on the 19th. Can it please be modified by then? |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-121718 | Working with IT, the network connection on the wall in the middle of the division office (HSS-114) needs to reach the opposite wall, please. <br> Thank you! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 112 - Inactive Area | 20287-122446 | Order and replace broken upper flush bolt on SSA-112 as reported by PD as not closing. Was told they tried slamming the door to get it to shut |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-122035 | need picture hung on wall between storage room and testing room |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-122495 | Locker \# 37 in Zoo 2 classroom needs door latch repaired |
| Moorpark College | 5 - FACILITIES MAINTENANCE | Floor 1 | 122 - Lock Shop | 20156-122613 | Per Eric Lopez, need to make new Custodial key sets for new Provisional Hires for Raymundo Navarro, Anthony Barrios, Eliseo Bonilla, Edward Garcia, and Kyle Denton. |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 101 - Basement Level Parking | 22599-122678 | Repair parking sign |
| Moorpark College | 45-CHILD DEVELOPMENT CENTER | Floor 1 | 145 - DEMO CLASSROOM \#5 | 14215-122570 | remove couch under blue tarp from patio (invested with rat droppings) |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{aligned} & 125 \text { - DEMO } \\ & \text { CLASSROOM \#2 } \end{aligned}$ | 14215-122600 | The adult sink in CD 125 and the sink on the patio of CD 125 are clogged. <br> Thanks!! |


| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 145 - DEMO CLASSROOM \#5 | 14215-122571 | fix latch on gate on patio of room CD145. It is jammed. Thanks!!! |
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| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 109-Office | 14221-122648 | Request to re-key LMC 109. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 213 - Office | 14216-122576 | Instructor needs update for cyber key - this will now be her FT office. <br> Thank you! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 111A - Classroom | 20287-122585 | I am an EOPS Counselor and am requesting access to room SSA 111A for my electronic key. This is typically the room where we conduct our workshops and orientations. If you have any questions, please let me know. |
| Moorpark College | 1 - ADMINISTRATION |  |  | 14207-122724 | We need both arm rest replaced on a chair. We have the replacements here in the office, we need someone to replace them.. Please call Marie Ramirez at 805-378-1413, if you have any questions. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-122693 | Please deliver 1 case of paper to Rain Matheke, thanks! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 |  <br> Records | 14208-122437 | Light in the service area is flickering... Needs replacement. This will drive staff and students nuts on Monday!!! :) Thank you. |
| Moorpark College | 100 - Grounds | Floor 1 | Stadium | 20679-122574 | FLR key request attached. |


| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-122197 | Work Order: Remove rats and repair kiln wiring <br> Location: AA - Kiln area <br> Discription: Rats have chewed some of the wires of our two large Geil kilns. We temporarily spliced one of the wires back together to complete our kiln firing. The attached image shows the type of damage the rats are doing. <br> We need two seperate actions to take place: <br> 1. Remove Rats (or really get the population down around the kiln area) <br> 2. Repair damaged wiring. The damage is in the 4 orange pilot safety wires. To protect against this happening again, some kind of wire sheelding would help. <br> Please call me if you have any questions. <br> Gerry Zucca <br> 8059060039 |
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| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-122715 | Please see attached spreadsheet - Eddie Beltran's key access should now be to Fountain Hall - exterior doors and FH120E Please remove his key access to SSA building - all |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 109B - Not Used | 20287-122684 | Remove whiteboard in the first office to the left and place in the SSA 109B office (Johnny Conley's office) |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 214 - CLASSROOM | 14208-122630 | and other rooms on campus. Cyber Key program request. Excel spreadsheet attached. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 112 - Work Room | 14208-122610 | Please pick up boxes from FH 112A and move to FH 213 and FH 214 for use in the temporary relocation of the Career Center. Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 214 - CLASSROOM | 14208-122625 | Whatever may be available from the Warehouse in good condition, please deliver a temporary table, approx 36 " x 24" for Celine Park's workstation. Thank you. |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-122572 | We have one last load of weeded books to throw away this week. I saw that our dumpster was removed, so I'm assuming you all are running low. Would it be possible to get a dumpster tomorrow (Aug 3) so we can throw away these books? We will need the dumpster picked up before the morning of August 9th. <br> If you don't have a dumpster available this week, is there a good way to arrange to have these books picked up and removed? Thank you! |
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| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 301J - Non-Class Lab | 14214-121965 | Please see request below from Rena Petrello: <br> 1.Canvas banner "Math and Science Center" (found in signin area) to be hung above the 4 sign-in stations on the LLR 3rd floor. Please center the banner on the eve behind the sign-in station, between the two rows of parallel fluorescent lights. <br> 2. Have the subject sign wires that are suspended in the drop ceiling moved to the center of each table (we've received new furniture so the wires do not hang above most of the tables anymore). <br> 3.There are two broken chairs that need to be fixed in LLR 318. <br> Please also fix the rolling curtain in LLR 319 so that it can be raised and lowered. <br> If you have any questions, please contact Rena Petrello at ext 4882 |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213K - Office | 14212-122577 | Office needs nameplate for new FT instructor: Roza Gabrielyan <br> Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 124 - Classroom | 14221-122789 | The lock on the door in LMC-124 leading into LMC-138 does not lock. |


| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 111 - DEMO CLASSROOM \#1 | 14215-122826 | Thank you for the delivery of the following items: <br> 20 face shields <br> 2 boxes face masks <br> 6 bottles hydrogen peroxide spray <br> 3 bags microfiber towels <br> 1 box small gloves <br> 1 box medium gloves <br> I will send a request a request to Howard to approve 2 spray guns for the CDC. <br> We would also like to have 12 packs of disinfecting wipes |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 104 - Open Office | 20134-122686 | Can you please sweep, mop and remove spider webs from offices \#101, \#102 and \#104 in preparation for the new semester and new EATM students |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 118 - Outreach | 14208-122776 | I have moved from FH-118 B upstairs into Room FH-217. I need assistance moving my rolling file cabinet and boxes. I can do this today (Wednesday) between 1-4 or tomorrow (Thursday) 8-5, or Friday from 8-Noon. My supervisor is Dr. Khushnur Dadabhoy. Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 131 - Office | 14207-122621 | Can I please get a nameplate for outside the office of A-131 and one for the desk? <br> Kristy Gonzalez <br> Technical Data Specialist |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-122807 | Please connect the drain from the AC in PA 154 to a waist drain to keep it from leaking on the floor. I tried a 5 gallon bucket but it filled over night and leaked out on the floor. <br> Thanks, <br> Mickey |


| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-122815 | Hello, <br> We are finished with the dumpster, it is ready for pickup today or tomorrow morning if that's possible. We did have more books than I imagined and I just noticed that it is VERY full and the lid doesn't close. Please let us know if you need us to pull some books off the top. <br> Thank you! <br> Ruth |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-122822 | Hello again. :) <br> Could we please have our current dumpster picked up, a new dumpster delivered, and then picked back up this afternoon? We have one more load of items to toss today and would just like the front of the library clear before tomorrow morning. <br> Thank you! |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 233 - Office | 14209-122843 | PRIOR TO CONVOCATION, FRIDAY, AUG 13: Please deliver the commemorative swivel chair for the Distinguished Faculty Chair to Erik Reese's office, PS 233. Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 110B - Office | 14208-122801 | Move ten boxes of water/drinks (labeled FH 111/Career Center) from FH 110-B (Career Transfer Center) to FH 111 (Storage Room). (You guys are AWESOME!) |
| Moorpark College | 54 - Student Services Annex |  |  | 20287-122707 | The cyber key does not work on the lock to office 104, International Student Office. Contact Claudia Wilroy. |
| Moorpark College | 3 - GYM |  |  | 14222-122798 | Please have the air on in the gym and PE Annex MondaySaturday from 7 a.m.-8 p.m., starting today, August 4 through December 30. Thank you. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 138 - KITCHEN | 14215-122596 | The sanitizer in the kitchen is not working. The gas in the kitchen is off as well. <br> Thanks! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 118 - Outreach | 14208-122875 | Please move approximately 15 boxes containing New Student Welcome bags from the Outreach office to the Gym. Contact AnnMarie or Alejandra Martinez with any questions. Thanks! |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 210B - Financial Aid Office | 14208-122877 | It's actually FH-210C, please deliver one case of paper to Maria Perez-Medeiros, thanks! |
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| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 121 - OBSERVATION ROOM | 14215-122885 | One of the ceiliing tiles is missing |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 314 - Office | 14214-122569 | Please deliver a box of surgical masks and also " 5 " clear masks to the division office. <br> Thank you! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 106 - Student Welcome center | 14208-121830 | Staff set to inhabit the Fountain Hall WELCOME CENTER as of August 2nd have requested a deep clean of the workspace to include above and below the counter as they report cob webs and dust etc. It may also be likely they mark up items with labels for storage or trash removal. Let me know if any clarification is needed. Thank you. (2021-07-19 13:37) <br> No keys received to date. Please advise. (2021-07-29 11:12) |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-122709 | We need 2 boxes of masks. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 101 - Office | 14218-121890 | Request attached for Wristbands and Facemasks for Krista Lederer in the PA Box Office to screen audience members, cast and crew for performances of Spelling Bee on nights and weekends when regular screeners are not available. Shows start on July 22nd. (Excel request form attached with details) |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-121897 | Please deliver 3 boxes of surgical face masks for use throughout the division offices. The boxes may be placed on the desk in A-136. Thank you. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 126 - Computer Lab | 14214-122894 | There is a tutoring session going on today (now) and the room is hot - is there any way to adjust the temperature? Thank you! |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 131 - Performer's Restroom, Women | 14218-122812 | The light over the accessible stall is out. Please replace the bulb. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 114 - Student <br> Business Office | 14208-122899 | Lindy has about 20 bankers boxes that need to be picked up and taken to storage. Can someone please pick them up from her. Monday - Thursday between $8 \mathrm{am}-5 \mathrm{pm}$, thanks! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 109B - Not Used | 20287-122748 | Air Conditioning and replacement light bulb (Johnny Conley) see request for shelving and placing white board in this office. |


| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 144 - Student Government | 14210-122926 | Please remove the corner desk outside of the CC Makerspace (See photo). It was borrowed from the warehouse until a replacement was ordered, which has arrived now. <br> Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 14 - EATM HAY BARN | Floor 1 | 1 - Class Lab Service | 20138-122732 | There are two blue bins that need to be retired. We don't know where they came from but we do not need them anymore and they can just go down to storage. Could you please pick them up? |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-122897 | The office door squeaks. Please lubricate the hinges. Thank you. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{aligned} & 125 \text { - DEMO } \\ & \text { CLASSROOM \#2 } \end{aligned}$ | 14215-122866 | there are several of the ceiling lights flickering in CD 125 <br> Thanks!! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 131 - Office | 14207-122904 | I confirmed a work order to have a nameplate made for Kristy Gonzalez's door but I just now realized "technical" is spelled incorrectly. Can a new one be made, please? <br> Kristy Gonzalez <br> Technical Data Specialist |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 137 - Office | 14216-122942 | Please do a thorough clean of this empty office. Dani Vieira will move from T-213M to HSS-137 as soon as HSS-137 is clean. <br> Thank you! |
| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 152-Office | 14210-122865 | Two 6' tables outside the Classified Senate Office for Monday, August 9 and Tuesday, August 10 by 7 a.m. <br> Thank you. |
| Moorpark College | 3-GYM | Floor 1 | 1-Gymnasium | 14222-122637 | To be completed by 8:00am on Monday, August 9: I would like one table, two chairs, and one EZ-Up to be taken from the ASMC bunker and set up outside the Gymnasium doors, on the side of the gym closest to the outdoor fitness area/baseball diamonds. (This request is separate from any work order request AnnMarie, Alejandra, or Cláudia may have submitted for their own check-in tables for the New Student Welcome.) |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 131 - Office | 14207-122623 | Hello, <br> Kristy has found a few ants in A-131. It is not a concerning amount but she wants to give $\mathrm{M} \& \mathrm{O}$ a heads-up. |


| Moorpark College | 100 - Grounds | Floor 1 | 1 - Parking | 20679-122592 | Please set up 5-6 foot tables and 4 chairs in Solar Village on Monday August 9th. Please have them set up by 10am. Also, will need to move the 2 balloon columns from the gym entrance to solar village by 10:30am. (2021-08-02 10:23) <br> Can you also set up easy ups to cover the tables that will have the food and drinks on. (2021-08-02 11:42) <br> Can you make sure to have trash cans set up, maybe 5-6 of them? Thanks! (2021-08-03 08:47) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 3-GYM |  |  | 14222-122590 | Please set up 2-6 foot tables and 4 chairs outside the entrance to the gym on Monday August 9th. Please have them set up by 7am. (2021-08-02 10:20) <br> Can you also set up 2 easy ups to cover the tables. (2021-08-02 11:41) <br> Can you place 2 trash cans outside. (2021-08-03 08:46) |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 100 - Entry | 14215-122887 | The back of the bike shed on the playground is loose. there is a 1 inch gap. Can someone attach it, please? |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 207-Class Lab Service, Lab Prep | 20143-122955 | Hazardous waste pickup request: please pick up used fume hood filters. Please note that they are to be considered hazmat. They have each been boxed up, marked as such, and labeled as being contaminated with malachite green. Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-122868 | Counselor Assistants Alejandra Gonzalez and Cassandra Marcum need access to room FH 120-E. Please add this room to their key fob. Thank you! Our Dean is Dr. Khushnur Dadabhoy. |
| Moorpark College | 27 - PERFORMING ARTS | Lobby | 205 - Women's <br> Restroom | 14218-122153 | The PA had performances over the weekend and we had three women tell us they got stuck inside one of the bathroom stalls when they could not disengage the lock on stall door to get out. <br> The strange part is that they reported this happening with three different stall doors. The end stall on the right hand side, the 3rd stall from the end and the 4th stall from the end. |


|  |  |  |  |  | I have two boxes of shredding next to the window just <br> inside my office. Please return the boxes as I need them as I <br> empty files. |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 3-GYM |  |  |  |  |
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| Moor 1 |  |  |  |  |  |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 107 - Dance | 14218-123062 | There are ants going in and out of the power strip inside the sound system cabinet in PA 107. Please treat and remove ants. Keys are needed to access the cabinet, and care not to damage the electronics. <br> Any questions or concerns, contact Mickey Howell. <br> Roy Mickey Howell <br> 805 378-1468 work <br> 805 428-7815 cell <br> Moorpark College Performing Arts Technician II/Adjunct Faculty |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-123053 | Please deliver 6 boxes of surgical face masks to the lab techs in LMC 233. Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-121907 | Please see attached spreadsheet to request PPE supplies for Howard Davis' division office. <br> Thank you! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 109B - Not Used | 20287-122011 | Johnny Conley will be moving in this office. Deep cleaning, repair any damages, put up shelving in the existing brackets; create any air flow |
| Moorpark College | 49-ACADEMIC CENTER | Floor 2 | 233 - Dean's Office | 14231-121255 | The dean has reported ants in his office. Please spray for ants or leave ant traps. Thanks. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 133 - Office, Faculty | 20143-123180 | Replace Lydia Basmajian's CyberKey that has stopped working |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 219 - CLASSROOM | 14208-123191 | Our Counselor, Courtney Swink, needs access to classroom FH-219 for the fall semester. Our Dean is Dr. Khushnur Dadabhoy. Thank you! |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-123203 | I need access to SSA and SSSP all interior and exterior doors. Thank you. (2021-08-10 13:44) <br> SSA portion I need access to is the International office annex (2021-08-10 14:03) |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-122587 | Disconnect the electrical in the old Galapagos tortoise shed before Aug 13th so it can be removed. Thanks! |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 145 - DEMO CLASSROOM \#5 | 14215-123088 | The paper towel dispenser at our small sink (it is automatic) is not working. Also the soap dispenser on the cabinet door next to the small sink has no soap. . |


| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-121798 | Please shift the water spout up in CAR 08 similar to CAR 09. Thank you. (2021-07-19 08:42) <br> Greg, <br> I will be on vacation for 2 weeks starting Monday. Please refer to Alisa, the new zoo supervisor for more information regarding this work order. The enclosure CAR 09 is normally empty on Wednesdays all day. Thank you. (2021-07-25 08:27) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-123222 | Beaver filter is not working properly. I had the students shut it down until it can be looked at. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 322 - Read/Study | 14214-122962 | The writing center in the library would like some items removed, please. they have labeled everything with signs saying M and O please remove. They include large fixtures such as shelves as well as small things like trash. There are also two printers that need to be removed, please and they are labeled as well. <br> Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-122969 | LOCATION: the outside Patio on the side of the Cafeteria Tues, Aug. 10, 2021 <br> Please deliver two buckets of Ice by 11:30 a.m. (the size of our two containers will hold approx. 30 drinks). Lunch begins at 11:45, drinks will need get cold from being warm. <br> Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-122970 | LOCATION: the outside Patio on the side of the Cafeteria Wed, Aug. 11, 2021 <br> Please deliver two buckets of Ice by 11:30 a.m. (the size of our two containers will hold approx. 30 drinks). Lunch begins at 11:45, drinks will need get cold from being warm. <br> Thank you! |
| Moorpark College | 47-WAREHOUSE | Floor 1 | 100 - HEAVY <br> STORAGE | 20153-123295 | Please deliver the three projector screens that are against the back wall of the warehouse to the new FLR classrooms. I have spoken with Ramiro about the delivery. |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 104 - Open Office | 20134-122404 | Could you please install an outlet on the wall with the tortoise picture hanging on it. It is in Zoo1 at the entrance to the offices. See Kris, Alisa or Mara for any questions. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 109 - Classroom | 14231-123179B | Please open up the room divider for AC 109/110 for our division and department meetings. The meetings are this Friday, Aug. 13 and the divider will need to be open from 1:30-7 pm. |
| Moorpark College | 49-ACADEMIC CENTER | Floor 1 | 109 - Classroom | 14231-123179 | Please open up the room divider for AC 109/110 for our division and department meetings. The meetings are this Friday, Aug. 13 and the divider will need to be open from 1:30-7 pm. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-123351 | Please bring a white board (moveable one). to the President's Office. Thanks. <br> If possible, can we have it for Thursday, August 12? |
| Moorpark College | 100 - Grounds | Floor 1 | Stadium | 20679-123411 | Make and install sings for the new FLR buildings. Need (2) signs per classroom; FLR-1, FLR-2, FLR-3, FLR-4 |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 208 - Lecture Hall | 20135-123289 | Several faculty members need access to EATM 208 on their cyberkeys. Request form attached. Thank you. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 208 - Lecture Hall | 20135-122515 | Faculty need EATM 208 added to their cyberkey for the Fall semester. Request form attached. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 136 - Classroom | 14211-123353 | Please remove pallets in front of AA 136. <br> Thank you. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-122971 | LOCATION: the outside Patio on the side of the Cafeteria Thurs, Aug. 12, 2021 <br> Please deliver two buckets of Ice by 11:30 a.m. (the size of our two containers will hold approx. 30 drinks). Lunch begins at 11:45, drinks will need get cold from being warm. <br> Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 215 - Office | 14216-123387 | Instructor needs update for her cyberkey to access HSS-215, please. <br> Thank you! |
| Moorpark College | 12 - MUSIC | Floor 1 | 102 - Corridor | 14217-123352 | Can we please get 5 door stops for the Music Building? Most have disappeared. <br> Thank you. |

\(\left.$$
\begin{array}{|l|l|l|l|l|l|}\hline & & & & & \begin{array}{l}\text { and other various rooms for CybeKey and program request. } \\
\text { CELINE PARK, ID \#900662543,LOST HER KEY AND REQUESTS } \\
\text { A NEW ONE; IN THE MEANTIME SHE WILL CONTINUE }\end{array}
$$ \\
SEARCHING FOR THE KEY. Spreadsheet dated 8/11/2021 is \\
attached. Thank you. \\

(2021-08-11 07:41)\end{array}\right]\)| Please cancel the request for a new key for CELINE PARK. |
| :--- |
| She found it wedged on the front side below her car seat. |
| Moorpark College |
| (2- FOUNTAIN HALL |


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| Moorpark College | 100-Grounds |  |  | Floor 1 | Stadium |


| Moorpark College | 7 - CAMPUS CENTER |  |  | 14210-122972 | Tables with Chairs <br> to the outside Patio on the side of the Cafeteria Tues, Aug. 10, 2021 by 8:00 a.m. <br> Breakfast and lunch will be provided Tues, Wed, Thurs for Professional Development Week. If possible, please move 11 tables with their chairs (from the cafeteria?/CR) to the Patio Area (anywhere) for about 45 people. Breakfast begins at 8:30; Lunch begins at 11:45. <br> Thank you! <br> (2021-08-06 15:44) <br> Hello, enough tables and chairs for approx. 45 people please. I stated 11 tables in the request as I was trying to remember the size of tables in the cafeteria. These will be needed until after lunch, which ends at 12:30 p.m. Please let me know what additional details will be helpful. <br> (FYI- I forgot to previously place a WO for chairs (only) in the CR for Tuesday a.m.; which I'll submit this morning. I am sorry.) <br> (2021-08-09 08:56) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 51 - EATM BUILDING |  |  | 20135-122996 | Please power wash the concrete in front of the lobby of 208 |
| Moorpark College | 51 - EATM BUILDING |  |  | 20135-122995 | Can you please power wash the concrete deck in front of the 208 lobby at the entrance to the zoo. |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 100 - Moorpark High School Office | 20145-122960 | Hello! We just need some more ant traps and water bottles (apologies if this is the wrong request form for water). Thank you! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER |  |  | 20143-122788 | We are requesting a Level 3 Cleaning for these rooms, including the floors being mopped. Thank you! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | $\begin{array}{\|l\|} \hline 108 \text { - Veteran's } \\ \text { Center } \\ \hline \end{array}$ | 20287-122611 | Please clean the two VRC offices to the left. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 222-Lab | 14209-123469 | and PS 134: CyberKey program request. Spreadsheet dated $8 / 12 / 2021$ is attached. Thank you |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 211 - CLASSROOM | 14208-123446 | Our Counselor, Wendy Berg, will be using Classroom FH-211 for her appointments this fall. Can we please have this classroom added to her key fob? Our dean is Dr. Khushnur Dadabhoy. Thank you! |


| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 226 - Class Lab Service | 14209-123475 | The power sockets on the northwest side of the room are dead; looks like the circuit breaker has tripped. The breaker box is located in the "Boiler Room" next to office PS-238. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 111-DEMO CLASSROOM \#1 | 14215-123313 | There are boxes with 10 tables in front of the patio of CD111's patio that need to be assembled. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-122805 | Cut three $4 \times 8 \times 3 / 4$ " plywood into approximately one foot squares. They don't have to be exactly 1'x1'. A little less due to saw width cut will work fine. I would like to have these pieces of wood by August 16th, the beginning of classes. I can buy the plywood and drop off at M\&O anytime next week. <br> Thanks <br> Gerry Zucca |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-123542 | Please remove the keyboard tray from Tara Harold's desk. Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 101 - Entry Lobby | 14210-123657 | Please bring up ASMC's two golf carts and park them in their usual spot so I can have them serviced by Power Machinery. <br> Thank you! (2021-08-16 09:32) <br> They are both Club Cars. The first one is unit \# 911 with a serial \# of 548379, and the second one is unit \#11323, serial JE1449520433. (2021-08-16 10:07) |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 216-Class Lab | 14221-123652 | One of the soap dispensers has come off the wall and needs to be remounted. Thank you. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 212 - Division Office | 20135-123651 | Is it possible to receive extra batteries for the automatic hand sanitizer, soap dispensers, and paper towel dispensers? In case any of these go out during the course of the day, we would like to have backups to keep things running smoothly. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-123342 | PPE Request- Please deliver 30 boxes of masks to AA 101. I would like to keep a supply of masks in my Division Office, should faculty need them for their on-ground classes, and will distribute some at the Division Meeting on Friday. Thank you so much. |
| Moorpark College | 46 - PE ANNEX | Floor 1 | 102 - OFFICE | 14224-123336 | Please deliver 240 N95 masks to Traycie Kepharts office |


| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-123311 | Please put a table, 2 chairs and an easy-up on Raider Walk in between Fountain Hall and the Library on Monday August 16th. We will need these items to remain until 5 pm on Tuesday August 17th. It is for the Welcome Table. Let me know if you have questions or concerns. Thanks, AnnMarie (2021-08-11 12:40) <br> Please put this up by 7:30am on Monday. <br> Thanks, AnnMarie (2021-08-11 12:52) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 144 - Women's Restroom | 14207-123709 | Can you please replenish the paper towels in the women's restroom, thanks! |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 107 - Custodial | 14212-123720 | The lock is not working, it just keeps spinning. Custodial staff cannot access the custodial closet. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 117 - Assessment Center | 14208-123667 | Patricia Cienfuegos sent the following message I no longer have access to FH117A. My key worked last week, but today I cannot open the door. I docked my key, and it is fully charged. Could you please request access again? <br> Thank you, <br> Patricia Cienfuegos <br> Student Services Assistant <br> 805-553-4159 |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-123653 | There is no power going to the Sound Booth when we turn on the power switches. Please check the electrical connections to see if it can be resolved. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 110 - Office | 14208-123727 | Giselle Ramirez is indicating it is VERY HOT in the Career Transfer Center office. Please check on cooling. FH110 Thank you |
| Moorpark College | 1 - ADMINISTRATION |  |  | 14207-123303 | The Door holder broke on $8 / 10 / 21$. Needs be replaced or fixed. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 112 - PT-Counselor | 14221-123663 | we need a 3 sided Plexiglas barrier with a pass through to be used by a Specialist who is doing assessment/testing with students as soon as possible |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 |  <br> Records | 14208-121273 | I am requesting 3 cyber keys for Fountain Hall 116 access. One of the keys is to replace my own which dropped and snapped open exposing the electronics inside. The other two are for provisional employees that started July 1st. Kristina Medeiros 900636607 and Shariliz Poveda 900760197 have joined the team and will need access to the building and the office as a result... Thank you. <br> (2021-07-06 13:55) <br> I need to add one more to the key request for Fountain Hall and FH116: Lucas Page 900723170 I hope its not too late as this has been assigned. Is it possible to get confirmation and an estimate on completion date? Thank you. (2021-07-19 13:34) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-123131 | NEW EMPLOYEE: TARA HAROLD NEW KEY REQUEST FOR FH 116...Outside FH doors, the service area, the vault. 116 A \& B. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 147 - Lounge | 14210-121817 | Signage plastic placard for Raider Central in the hall wall of the Campus Center. One placard sign in on both entrance of the Polly Room" Raider Central" <br> Office Directory of all resources in the Campus Center outside the Campus Center and in the front lobby area: <br> 1. Student Activities Office <br> 2. Bookstore <br> 3. Copy Center <br> 4. Raider Central Food Pantry <br> 5. Maker Space <br> 6. Food Court (vending machines) <br> 7. Career Training Center <br> 8. Associated Student Government <br> 9. Student Lounge <br> 10. Game Room <br> 11. Campus Center Conference Rooms |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-123729 | The power in all the outlets inside the wall separating the hallway and LMC 137 is down. |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 130 - Corridor | 14218-123724 | Please turn on the water drinking fountains in the PA building for students and faculty. The one we use the most in PA-130 Hallway on the main level and the other is in PA202. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-123753 | Drain by parrot sink backing up and draining slowly. |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213K - Office | 14212-122586 | New FT instructor needs new cyberkey for office - T-213K, please. I will put in another request for updates when she returns to campus FT. <br> Thank you! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 111 - Storage | 14208-123021 | And other various rooms for CyberKey program request. Excel spreadsheet dated 8/9/2021 is attached. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-123444 | Please change Cyber Key from previous user: Adam Segal, to new user Erin Crenshaw -900884886ecrenchaw@vcccd.edu. <br> Please add or update access to rooms: A$106,108,111,120,133$ and 126A. Provider will start on 8/23/21. We have Cyber Key in the Health Center. Please let me know if you have any questions. |
| Moorpark College | $28-$ SSSP | Floor 1 | 100 - open office area | 20140-123230 | Rosa Sanchez needs access to exterior doors of SSSP and interior+exterior of SSA (International Students annex). Rosa has a key in her possession already. Nancy Canela needs a key with exterior access to SSSP and interior+exterior access of SSA (International Students Annex). Please see key request document attached. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 147 - Lounge | 14210-122636 | Please put the plexiglass on the "L" shape counter at the entrance of Raider Central alone the north side of the room with Associate Students. <br> Additionally, plexiglass on the desk on the desk in Raider Central for the Case Manager/Mental Health Case Manager office on the west side of Raider Central, please <br> Tim Lumas <br> 805-207-7948 |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 227 - Classroom | 14221-123826 | About 70\% of the lights in the room are not coming on as of this morning. They were all working as of last night. We do have lectures in that room which start in the evening. |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109 - Office Corridor | 14207-123902 | These two providers have issues with their Cyber Keys. Melanie Justice-900756255 and Winter Dainard-900876406. Please make sure they have access to the rooms on the attached list. Please email them when completed. Please let me know if you have any questions. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-123971 | repair panic bar leading to the loading dock |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 106 - CLASSROOM | 14231-124010 | Make and deliver CyberKey to Shirleen Oplustic at HSMC for access to AC-106 |
| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 147 - Lounge | 14210-123927 | Please check the air conditioner and the flow of air into Raider Central, Campus Center, Room 147, please. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 205 - Reference <br> Microfilm/Copy Desk | 14214-123912 | The new clock that I believe was installed with the new emergency alert system isn't showing the correct time. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-124077 | Please deliver 1 case of paper to Edwin Leung, thanks! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 104 - Women's <br> Restroom | 14214-123913 | Someone reported that the sinks in the 1st floor women's room are spraying too hard and splashing when people wash their hands. It's a spray instead of a stream. Is it possible to adjust them? |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 207-Class Lab Service, Lab Prep | 20143-124076 | Please deliver 1 case of paper to Lan Nguyen, thanks! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 323-Office | 14214-124069 | The writing center has a plastic handout holder that needs to be mounted to the wall in the Writing Center, please. It is propped up where they would like it, right next to 324 , maybe a few feet off the ground. The hardware is with the fixture. <br> Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 220 - Class Lab | 14221-124062 | Exterior door latch is stiff. Door doesn't self-close. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 206 - Class Lab <br> Service, Bio Storage | 20143-124064 | Door latch plate is missing screws. Currently duct taped on. Note: It is the door leading into the main prep lab (HSC207). Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-124074 | The automatic sliding doors on the west side of bldg. near A 136 are malfunctioning. The doors will not open. Please repair and thank you. |


| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 314 - Office | 14214-124002 | Instructor needs cyber key repaired or replaced, please. I put the current non-working key in the mailroom - M\&O slot. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 112 - PT-Counselor | 14221-123661 | we need a key made for Specialist who is using the office |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 102 - CLASSROOM | 14231-123939 | Key request for AC and FLRs attached |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 138 - General <br> Meeting Room | 14207-124088 | CyberKey program request. Spreadsheet dated $8 / 18 / 2021$ is attached. Thank you. |
| Moorpark College | 3 - GYM |  |  | 14222-123335 | updated key requests <br> The changes are in RED on the following tabs: Field House, Gym <br> OTC, OTC Storage, Outdoor Weight Shelter, Press Box |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 227-Office | 14216-124021 | Patty Colman's Office. Please deliver two stackable chairs to be used outside of office on patio. And, please remove one of the blue chairs. <br> Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 115 - Meeting | 14216-122694 | Please replace the broken vertical blinds between the conference room and the main office (approx. 3-1/2 feet H and 5-1/2 feet W). <br> Thank you! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-121738 | Slider door between enclosure PRG 12 and PRG 13 (switch cage) needs to be adjusted to slide easier before our new baboons arrive July 23rd. Thanks! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 217-Class Lab | 14221-121377 | The sink at the instructor's desk is leaky and dripping water. Thank you. |


| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 144B - Classroom Service | 14211-123069 | Move/Rehang the following items: <br> -Rehang pegboard about 30 inches to the left to align with the blue tape on the wall. Rehang at the same height it is currently with the top edge of the pegboard 70 inches from the floor. <br> -Rehang paper roll holder 6 inched from the new location of the pegboard and rotated so it is vertical with the cutting bar on the left side. Hang the top edge 64 inches from the ground. <br> - Move green cabinet 6 inches from the paper roll holder's new location. <br> See attached document. <br> Questions please contact Clare Sadnik (805) 208-7720 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's <br> Waiting Area | 14207-123803 | EATM has requested their white board be returned to them. The white board goes in EATM-208. Could this be possibly done today? <br> Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 124 - Office | 14207-124208 | Karla Montenegro Gonzalez needs assistance assembling a stand-up desk in A-123A. The desk can be found in a box against the wall immediately when you walk in. Thanks! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-124149 | The Lock Blok is sliding and the door stays in the locked position. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 102 - RECEPTION AREA | 14215-124104 | Renee Conrad, one of the faculty, requested for 2 boxes of text books to be picked up and to be delivered to the circulation desk in the library. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 106 - ISOLATION ROOM | 14215-124123 | Please pick up 2 boxes with papers to be shredded. They are located behind the front desk. <br> Thanks!! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-123435 | Name plate required for staff member office door Esmeralda Camarena <br> She/Hers/Ella <br> EOPS/CARE/CalWorks Counselor (2021-08-12 13:01) <br> Please make sure CalWORKs is spelled like this. Thank you. (2021-08-12 14:54) |


| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213B - Office | 14212-124141 | Please locate and move an office chair to Veronique Boucquey's office. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 79 - Field House | Floor 1 | 11 - Men's Restroom | 30701-124199 | CyberKey program request for the Men's/Women's restrooms. Spreadsheet dated 8/19/21 is attached. Thank you. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 110 - Classroom | 14209-123879 | Myhanh Tu, ILT Chem, requests to remove the analog wall clock. Thank you. (2021-08-17 13:06) <br> CANCEL WORK ORDER. ONE OF THE FACULTY USING THE ROOM WANTS THE ANALOG WALL CLOCK TO REMAIN IN THE ROOM. <br> (2021-08-18 14:11) |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 227 - Classroom | 14221-123983 | The projector screen (powered) in LMC 227 is stuck in the raised position and will not respond to the control switch. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-124053 | AA-124 florecent light is out please look at photo for indication of location <br> Thanks <br> Gerry |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 211 - Office | 14216-124169 | When you have time, will you please remove an old file cabinet from instructor's office in HSS-211. She has marked which items to take out. <br> Thank you! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 146 - Restroom, Women's | 20143-124205 | Per Professor Christina Lee, may I please have the water pressure of the bathroom sinks checked? All of the women's bathroom sinks, except for the one closest to the door, spray really hard. The water bounces off of people's dirty or soapy hands, and splashes all over such as on to the handwasher's body and face and the body and face of the person using the sink next to them. My glasses have gotten splattered, meaning eye exposure is happening to those without glasses. <br> I don't recall the water pressure being this high on those sinks last semester. I'm concerned this is an infection control and safety issue. <br> Thank you, |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 103 - Office | 20134-123219 | Need 15 student key cards for incoming EATM students (we are short about 10 and I would like a few extra) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-123208 | Smart key needs updated access for Butterfly Project instructor. Key can be picked up in the Zoo office (see Alisa) |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 217 - Office Service | 14216-124145 | Door is not closing properly. Please have someone come and adjust it. - Stays open unless physically slammed shut or pulled shut |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 103 - Office | 20134-123433 | New enclosure signs needed for the following: <br> SAT 01 <br> SAT 07 <br> QUA 09 <br> AVY 03 <br> AMC 08 <br> See Alisa if any questions! <br> Thanks! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-123914 | The attached Key spreadsheet contains a request for a new key and adding location to two others. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-124024 | Winter Dainard, Cyber Key is still not working for our Rooms here at the Health Center. Raider Central worked for her yesterday. Please reset and let me know if she needs to Dock her Key again. I am sending you the list for her room access. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 118 - Women's <br> Restroom | 14211-124224 | Far left stall door lock is broken. <br> Thank you |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 153 - Office Service | 14207-124122 | Could I please have my plexi glass relocated to the opposite side of my counter? The long side of the plexi glass simply moved to opposite side it's currently on? I would like to have my counter accessible to the people that come in and sign/fill out paperwork. Thanks! |


| Moorpark College | 51 - EATM BUILDING | Floor 2 | 211 - Office, Faculty | 20135-124261 | Faculty member Gary Mui is having difficulty with the exterior door lock on his office. His key works fine on all the other locks he uses it on, including the interior door to his office, but this lock is particularly sticky. It must be the lock itself, because I tried with my key as well, and also had an issue with it. Please take a look at the lock itself. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 105 - CLASSROOM | 14231-124170 | Shirleen Oplustic is the new principal at HS@MC. She is in need of a key to open the classroom indicated for ENSC M01 on Mondays and Wednesdays. As a back-up person we also added Sergio Gonzalez, the program director of Dual Enrollment to have his current key updated as well. |
| Moorpark College | 46 - PE ANNEX | Floor 1 | 101 - CONFERENCE | 14224-124217 | We now have someone using PE101, the former Athletic Training Clinic, then storage room, as an office. Can he get a key. <br> See Leanne, Robert or Tommy for information. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-124179 | Elmer Guardado-900847405-eguardado@vcccd.edu. He needs these Rooms added to his Cyber Key: PE ANNEX \#101A and PE-100. He doesn't have access to A-111 waiting room inside the health center. Please make sure he has access to all the rooms on the attached form. Please call if any questions. Elmer is only here on Thursdays until 6pm. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 |  | 14214-124253 | Please empty the blue recycle bin outside the IT area. (2021-08-20 11:32) <br> The requester has changed the location. (2021-08-23 07:04) <br> The location of this bin is located outside the LLR on the 1st floor, and does require a forklift to move. (2021-08-23 07:04) |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 137 - Office | 14207-124257 | and A 139. <br> From A137: <br> 1. Remove the 2 tall book shelves and return to warehouse. <br> 2. Move 3 drawer wooden file cabinet to A 139 below Fred Stone picture <br> 3. Move plastic wrap cabinet to space where 2 tall book shelves were removed <br> From A 139: <br> 1. Remove white bookcase by copier and return to warehouse <br> 2. Remove metal lateral 3 drawer file cabinet and return to warehouse <br> 3. Move small 2 drawer wooden cabinet to place where metal lateral 3 drawer file was removed <br> GIVE US 1 OR 2 DAY NOTICE WHEN YOU WILL COME TO MOVE THE FURNITURE SO THAT YOU WON'T INTERRUPT A ZOOM MEETING THAT MAY BE GOING ON IN THE OFFICES DURING THAT TIME. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 230 - Office | 14209-124399 | Please take the black swivel chair w/one arm rest and a broken armrest outside PS 230 back to the warehouse. The chair is not needed. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-124409 | Melanie Justice, Needs a charger for her Cyber Key. Her charger was in her office and now is gone. If possible to get a new one for her today, that will be great. Please let me know if you have any questions. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 121 - Classroom | 14216-124393 | Please fix the front door of HSS-121. The cyber key will not rotate on this primary door to unlock it. My key goes in fine with correct green light, but it will not turn far enough to the right and will not turn left. Howard Davis was able to unlock the side door, in the alcove area to open the primary door from the inside. There is a class in there today (Monday 10-12:15) Thank you! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 215 - Classroom | 14208-124517 | CyberKey program request. Spreadsheet dated $8 / 24 / 21$ is attached. Thank you. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 212 - Division Office | 20135-124450 | Please deliver 2 cases of paper to Stephanie Kostezak, thanks! |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 205 - Conference Room | 20135-124082 | Only three of the 15 lights work. Can you please replace the bulbs? Thank you |


| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 107 - Men's <br> Restroom | 14210-124554 | The first sink on the left in the men's restroom, will not drain and is stopped up. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 110 - Classroom | 14209-124504 | There is a leaky faucet (about 1 drop every 3 seconds) in Physical sciences 110. It is the CW faucet (the one on the right as you face the sink). |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 104 - Open Office | 20134-124443 | Can you please pick up the extra office furniture for storage at the warehouse? All items are labeled and set out behind zoo1 office. Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 137-Office | 14207-124535 | Please move the small blonde bookcase from Robert Cabral's Office - A137 to Room A139/ Please remove the white bookcase in A139 and put the bookcase from A137 in its place. The bookcases in both offices are now emtpy. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-124417 | URGENT: As a follow up to request \#20143-123831, it appears that the cyberkey belonging to faculty member, Michelle Dieterich, is no longer working at all. She tried to dock it this morning, and it could not make a connection. She is currently unable to access her office or her classrooms. Can she please receive a replacement key? Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 110 - Corridor | 14207-122695 | LOCATION: Solar Village parking lot picnic area please deliver 4 buckets of Ice by 11:00 Friday, 8/13/2021 <br> Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-124191 | Staples are jammed in the Heavy Duty Swingline stapler. Please stop by, AT YOUR EARLIEST CONVENIENCE, to fix (low priority!). Thank you. |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 114-Classroom | 14212-124573 | CyberKey program request. Spreadsheet dated 8/14/2021 pm is attached. Thank you. |
| Moorpark College | 16- ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-124550 | We have several hand sanitizing stations that are empty. They are located in the front of the zoo office. Please refill by $8 / 27$. Thank you. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 138 - Class Lab | 14221-124533 | there are big black bugs running about in the room that we have caught and removed. can you have someone spray to rid of bugs please |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 227-Classroom | 14221-124525 | After the power outage, the lights/electrical in LMC 227 won't come back on. This is an urgent/time-sensitive issue because we have a class in there later today. Thank you. |


| Moorpark College | 54 - Student Services Annex | Floor 1 | 101 - Inactive Area | 20287-124152 | Need plexi-glass for office room 101 for 3 stations (Honor's Program) <br> SSA back trailer (CHESS program) <br> Need plexi-glass for common area 8 computer stations in reception area 4 computer stations Room 106 (file room) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-124714 | Room 120F - office space - had a large influx of ants this morning. The Counselor wiped everything down with chlorox wipes and in office chemicals to clean up, and now the room is so pungent - she started to have a reaction to the smell, and has had to leave campus. Please have someone go and attempt to do something about the ants. This is semi-urgent |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 241 - Women's <br> Restroom | 14216-124702 | Nobody has been opening the restroom doors in the morning, so I have been doing it. All of a sudden my key cannot open the restroom. I am re-docking it, but there is a semi-urgent need for the restroom to be opened. Can someone please open it right away? <br> (2021-08-25 10:07) <br> Please cancel this request. I re-docked my key again, and I was able to open the Women's restroom. It is 11:24 am (2021-08-25 11:24) |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 208-Office | 14216-124690 | Please remove the 2 filing cabinets and 2 chairs (not the desk chair; keep the desk chair there) from office HSS-208. <br> Thank you! <br> Ruth Bennington |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 118 - Outreach | 14208-124163 | Outreach \& Dual Enrollment also need Plexiglas: 5 stations on the reception area. FH118. |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 140 - Class Lab Service | 14219-124547 | Power Failure on 8/24 caused ceiling light to stop working. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-124549 | Please reattach the wiring for the speakers in the Wildlife Theater at the front of the zoo. We tried reattaching them but on the speaker on the right side facing the backdrop works. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 137 - Office | 14207-124398 | and FH 213 <br> For propping doors open, please leave a door stopper in each room. Thank you. |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 226 - Elevator Lobby | 14208-124813 | Repair lock on custodial room that was not latching in |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 201 - Classroom | 14231-124731 | Instructor needs update for cyberkey, please. <br> Thank you! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 325 - Break Room | 14214-124739 | The TLC is requesting to put up some posters on the wall next to the tutor lunch room. The tutor lunch room is LLR 325 , and they left the posters leaning on the wall where they would like them to be hung. It is on that soundproofing wall, so it needs special nails. Regular push pins don't work on that surface. They left the posters on a table with a sign on them that says "please put up posters M and O " along with a sketch of how they would like them placed. Please and Thank you! |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 106 - Women's <br> Restroom | 20145-124740 | Hello! One of the automatic soap dispensers is out of soap and the other one is full but the sensor is not working properly so it is not dispensing most of the time. Thank you so much for your time! |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213P - Office | 14212-124319 | OFFICE MOVE to HSS-208 <br> Please coordinate with Ruth Bennington to move her office belongings, storage and equipment; HSS-208 is ready: rbennington or x 4118 . Thank you! |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-123350 | Large amount of recyclable material AND material to be shredded to be picked up - See Philip Koscak or Claudia Sitlington |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 133 - Corrirdor | 14209-124255 | The water fountains on the first floor of the physical sciences building are not working. Faculty think that they were turned off for COVID, but other water fountains on campus have been turned back on and water bottles are no longer freely distributed. If appropriate turn the fountains on. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 125A - Office | 14207-124850 | Need assistance opening a cabinet in A-125B. We have the key but the lock is stuck. Thank you. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-123643 | Per Professor Christina Lee, please place plexiglass on the desk for Diane Gusman and Marcela Hernandez on a rush basis as there is no barrier there when students are coming in. Diane Gusman works Mondays-Wednesdays 8am-2pm. Thank you so much, Marcela Hernandez |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 104 - Open Office | 20134-124721 | Can you please bring up the desk (picture attached) from the warehouse to 104 (Zoo1) for the new employee. Thank you! |


| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213C - Office | 14212-124881 | From the warehouse, please deliver a beige vertical filing cabinet and a white bookshelf to Rebecca Gresh's office. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-124948 | Please deliver 2 cases of paper to Marie Ramirez in the student health center, thanks! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-124743 | We need a copy of the AS key for a new employee starting Monday. <br> Normally Linda Sanders would make this request but she is on vacation. Matt Calfin asked me to place the request. He said you can deliver the key to Danielle Kaprelian in the library. Let me know if you need any additional information. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-124318 | Please see attached spreadsheet for cyber key requests. Thanks! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-123979 | A new faculty member, Adriane Gil-Stefanson, needs keys. Request form attached. Thank you. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-123671 | Key Requests for Fall 2021 attached for Division 129. <br> Thank you! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 115 - Class Lab | 14211-123224 | New \& replacement keys, and key updates for Arts, Media, \& Comm Studies Division. Please see attached spreadsheet for details. <br> AA, AA Forum, Fountain Hall, HSS, Music, PAC, \& Technology Buildings. Metal key for AA, the rest are all cyber keys. <br> Thank you, Rain |
| Moorpark College | $28-$ SSSP |  |  | 20140-123190 | Employee lost keys - can we have a new set made please |
| Moorpark College | 54 - Student Services Annex |  |  | 20287-123101 | Needs a new key to replace lost one. |
| Moorpark College | 49-ACADEMIC CENTER | Floor 3 | 301 - Classroom | 14231-124572 | Newly hired instructor needs cyberkey with AC-301 access, please. |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-124762 | Please deliver 5 boxes of N95 respirators and leave on desk. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-125021 | The parrot drain behind Zoo 2 is not draining. Can you please look at it? Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-124989 | Please see spreadsheet attached to make Key Updates. Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 208 - Office | 14216-124990 | Please rotate my desk clockwise (so it is facing the side wall, not the back wall). <br> Thanks, <br> Ruth Bennington |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-124968 | Our master key to open student lockers broke. Can we get a replacement, or make a copy of this one? <br> The key is numbered v638 Its a small key by masterwork <br> Picture included <br> Can contact Gerry Zucca or Emilie Carroll for any questions |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-124468 | I am expecting a delivery from Office Depot sometime tomorrow $8 / 24 / 21$. They sent me an email around 4 pm today $8 / 23 / 21$, that they attempted to deliver but Warehouse was closed. I sent them a reply with your office hours per Katherine. Please let me know if you have any questions. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 138 - KITCHEN | 14215-125076 | The garbage disposal in the kitchen doesn't work. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 145-DEMO CLASSROOM \#5 | 14215-125072 | The paper towel dispenser on the patio of CDC 145 is not working. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 103 - Office | 20134-125062 | Can we please have 50 n95 masks delivered to the Zoo office? Thank you, |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 100 - Main Desk | 14214-124963 | LLR 1st Floor Outside: Please empty trash cans behind by the tables outside the 1st Floor LLR (near IT area). They are full and attracting ants. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 107 - Dance | 14218-125139 | Please adjust A/C 2-3 degrees higher (too cold) should be between 68-72. <br> Thank you |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 137 - Office | 14207-124441 | The air blower from the ceiling vent is extremely loud and the air temperature is extremely cold. Can these issues be adjusted? |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 3 - GYM |  |  | 14222-124428 | The air conditioning is off in the gym. Please see Mariel and Cherisse in the ATC as they reported the problem. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-125138 | Please replace the sink in PA 154, now that the floors are done. <br> Thank you |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 103 - Inactive Area | 20287-124014 | There there are two small vents in this office that we would like to request be covered or have some sort of vent cover, so that it the air does not blast directly onto the office occupant. |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 105 - Classroom | 14212-125115 | Please move an adjustable height desk from T105 to T114. Thank you. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 227-Classroom | 14221-123650 | The air coming into the lecture hall is quite warm. If it could be cooled down a bit, it would be appreciated. Thank you. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 110 - Inactive Area | 20287-124853 | Building is the International Office - SSA 100B (?) Need to move furniture, computer and phone from room 104 to 102. Also need to move computer monitor and stand from room 103 to the vault in FH 116. Please let me know if I need to send a request to IT as well or you will coordinate. I am available for this move on Monday 8/30 from 9-11:30 a.m. then from 1:30-3:30 p.m. let me know if we can do it then. Thank you! <br> Claudia |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 102-Class Lab | 14209-123360 | and PS 103, 104, 107, and 137. Please have all the fume hoods in the PS building turned back on ASAP. The ILTs have some work to do that needs to be carried out with ventilation. Thank you. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-125146 | The parrot swale (big concrete square drain next to the parrot sink behind zoo2) is still clogged. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 211A - Class Storage | 14208-125201 | Repair broken lockset |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-125177 | Please empty 3 boxes of paperwork into the bin for shredding and return the empty boxes. A hand truck dolly may be needed as the boxes are heavy. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark Coll | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-125142 | Now that both the Stage and Scene shop floors are finished the Bandsaw will probably need to be moved by a fork lift. Thanks, <br> Mickey <br> Roy Mickey Howell <br> 805 378-1468 work <br> 805 428-7815 cell |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-125204 | Please deliver 1 case of paper to Kris Romero, thanks! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 131-Class Lab Service | 14216-125149 | Ceiling lights over the darkroom sink is out. (Not the Darkroom lights.) |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 131-Class Lab Service | 14216-125145 | Is it possible to make the clock in the darkroom work? |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 162 - Office | 14207-125234 | Please examine Jennifer Clark's Lock Blok, which keeps sticking in its current location on her office door. When it sticks, Jennifer has a hard time coming back into the office. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 146A - Restroom Vestibule | 20143-125106 | Check inside Women's restroom push pad. Jeremiah made a temp fix to secure it |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 115 - Corridor | 14214-125205 | Please pick up and return 2 Hazard / Sandwich boards. Located just inside the door to IT. M/O lent them to IT a year ago. We no longer need them and would like to return them to Scott. <br> Thanks, <br> Brian Derderian |
| Moorpark College | 62 - STADIUM PRESS BOX | Floor 1 | 102 - PE Service | 28675-125285 | Please replace the lock/door know with one that remains locked at all times. Any questions see John Sinutko. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 113 - Office | 14207-125235 | Please add Room HSS-202 to our Student Health Center Staff. This is a add on to their current access. Please let me know if they need to dock their cyber key. The list of employees is attached. If you have any questions please let me know. |


|  |  |  |  |  | Instructor needs update for cyberkey, please. If possible, <br> before his next class on Thursday. <br> Thank you! |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 49- ACADEMIC CENTER | Floor 3 | 310 - Classroom | $14231-125233$ |  |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-125385 | and various other doors throughout campus. CyberKey program request. Spreadsheet dated 9/2/2021 is attached. Thank you. (2021-09-02 11:04) <br> CANCEL THIS WORK ORDER. THE SPREADSHEET WAS NOT ATTACHED. <br> WO \#14207-125386 WITH THE SPREADSHEET REPLACES 14207-125385 (2021-09-02 11:09) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 228 - Class Lab | 14209-125215 | Please move Lock Blok to the edge of the door. (According to Scarlet Relle, there is a gap where the Blok is currently located and when in use causes a vacuum and makes it difficult to open the door.) <br> Also, the door south of 228 , which does not have a number: please check the lock. My key as well as Scarlet Relle's key can't unlock the door. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 131 - Office | 14207-125425 | RAMIRO HAS ALREADY COMPLETED THIS WORK ORDER The office chair in A-131 had old arms that were falling apart. Ramiro replaced them with better chair arms that were available in the warehouse. |
| Moorpark College | 46 - PE ANNEX |  |  | 14224-125406 | Hello! We apologize in advance for this request, but unfortunately some of our students tossed a ball just a bit too high and it ended up on the roof of the PE Annex building. If anyone from maintenance happens to be working on that roof and could grab the ball for us that would be so great. Thank you so much for your time! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-125350 | Allison Barton tried to open Room HSS-202. Door won't open. Alarm doesn't go off. Please can Jason check the door. Do we all need to dock the key? Is that why is not working? |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 161 - Office | 14207-125442 | Some faculty and staff are having issues with the cyber key station located in A-161. They will hold down cyber key and nothing happens.The ready green light does not light up or buzz when ready. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 220 - Office Service | 14216-125434 | Located inside Room HSS217. Several folks have come to dock their keys in our docking station. It is not working properly. The lights for both busy and ready stay blinking and no docking is being done. Cynthia Osuna has also reported the docking station in the Admin building |


| Moorpark College | 99-All Buildings |  |  | 24869-124531 | Please add all buildings to Mary Rees primary and back-up keys. She has requested access to all buildings including the new FLR buildings. Everything that was not on the Master list already should be included on the key request form attached. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-125414 | Hi. Xilen needs access to the International Portable/SYE/CHESS Offices next door to SSSP (FYE) I could not find the correct map in the drop down. They need access to exterior doors and all interior offices. thank you. |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-125404 | Couldn't find the correct area in drop down. This request is for SSA 100B the International/CHESS annex next to FYE office. I've attached a PDF with the office layout and items that need to be moved. Could we please have Table 1, a large 4 person workstation shifted over about 1 foot away from the main entrance so that Table 2 , a long shallow table located in the shared computer work room could be placed against the wall underneath the whiteboard by the entrance. The printer on Table 2 could be placed on the cabinet directly behind where the front admin desk is. Feel free to contact me with any questions, it would be best if Claudia Wilroy was present, she is in on Tuesday Sept 7th and Thursday Sept 9th and her contact is +18055534815 ;ext=4815 If not those dates, she is in Mon,Tues, Thurs. Thank you! |
| Moorpark College | 79 - Field House |  |  | 30701-125407 | Please deliver a podium to FLR-2. <br> Thank you! <br> Patty Colman |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 138 - KITCHEN | 14215-125565 | The garbage disposal is not working. It is turning, but not shredding. :( |
| Moorpark College | 27 - PERFORMING ARTS |  |  | 14218-125310 | Please fix the uneven outdoor sidewalk so that no more people trip on it. Location: Outside of the PAC, sidewalk going roughly west to east straight up to the COVID Check-in Tent, then on the end closest to parking lot; also see photos for more exact location. <br> Thank you! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 108 - Office | 14211-125666 | Remove filing cabinet and stationary chair. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-125148 | The mister tube to Bwahna's enclosure has been mended with duct tape and is leaking. Can you please look at it? |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 131 - Performer's <br> Restroom, Women | 14218-124845 | Please add baby changing stations to PA 131 (downstairs women's restroom), PA 137 (downstairs men's restroom), PA 205 (upstairs women's restroom) and PA 204 (upstairs men's restroom)? <br> This request was in our program plan and John Sinutko told me I could put this in as a work order. <br> Thanks! <br> Ariana Burrell <br> she/her/hers <br> Performing Arts Technical Director <br> Moorpark College <br> 7075 Campus Road <br> Moorpark CA 93021 <br> (805) 678-5445 x4751 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 137 - Performer's Restroom, Men | 14218-125595 | Door handle is broken on the men's restroom in the PAC |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-124986 | Please install a new mister system in PAR 12 in the Parrots area. The current one is an old system that isn't working. Please coordinate with zoo staff on a day to have enclosure empty to install misters. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 108 - Classroom | 14231-125687 | Please add room to the key of the new principal at High School at Moorpark College. Thanks! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 120 - IT Shop | 14214-125353 | Please deliver three laptops from PO121360 <br> Three laptops for TLC Tutors. <br> Please deliver to Brian Derderians office |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-125236 | We need to locate our Health Center Golf Cart. We need it for on campus emergencies. We have the key. Please let me know where is located so we can clean and charge it. Please call us if you have any questions. |


| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 |  | 14214-125202 | Please Deliver "old" math laptop cart to the Main desk in the Library Floor 1. Contact Sara Martinson or Brian Derderian if further information is needed. <br> P0115837 <br> Per Allam the PO is from NOV 2018 <br> It was for Math in AC-112 <br> The name attached to the order is Chris Copeland <br> The cart has been in the warehouse never opened, never used. It's just been sitting there like the day it was delivered. <br> From: Matt Calfin <br> Sent: Tuesday, August 17, 2021 5:55 PM <br> To: Sarah Martinson [sarah_martinson1@vcccd.edu](mailto:sarah_martinson1@vcccd.edu) <br> Cc: Linda Chang-Sanders [LSanders@vcccd.edu](mailto:LSanders@vcccd.edu) <br> Subject: RE: Library cart and monitor <br> Hi Sarah, <br> Good news! I received permission from Phil to use this cart for the library. Could you please work with Brian to find a secure place for it in the library? <br> Thank you, <br> Matt |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 217 - Office Service | 14216-125683 | Dean Khushnur Dadabhoy is stating that the air in this suite was not working yesterday, and is not working today. She says it is extremely hot in there. Please check this out |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 |  <br> Records | 14208-125415 | Please install a keyboard tray at Maria Martin's desk, located in Fountain Hall Room \#116D. Her work station is next to the window. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 201 - Class Lab, Anatomy | 20143-125753 | The cyberkey door locks for the lab are having difficulty recognizing and making contact with the cyberkey to open. |
| Moorpark College | 69 - FLD HOCKEY RR |  |  | 28671-125682 | I spoke with Ramiro regarding this request. Please deliver 1 projector screen to FLR 1-3 and two screens to FLR 4. Thanks. |


|  |  |  |  |  | two racks plus the four that have fallen apart in M-109 (see <br> image). |
| :--- | :--- | :--- | :--- | :--- | :--- |
| (Copied request by Brandon Elliott) |  |  |  |  |  |
| Last year, we received brand new music stands and |  |  |  |  |  |
| submitted a work order to have them assembled. However, |  |  |  |  |  |
| now that they are being used, we quickly discovered they |  |  |  |  |  |
| were not assembled correctly. |  |  |  |  |  |



| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213C - Office | 14212-122075 | Because you will want to complete these in an order, all 5 requests are one work-order. (tell me if you want these separated) <br> 1. Please remove the labeled items from her office; they can go into storage, available for others. <br> 2. Change existing shelves- what is possible? Can the length be shortened and/or remove the metal stabilizers on the wall the shelves connect into? <br> 3. Add a cover to the bottom of office door (see attached photos). <br> 4. Please remove the unused screws, seal the holes and painted. <br> 5. Please paint the office walls, ideally a color other than white. <br> Thank you! <br> Rebecca Gresh, Ph.D. <br> Sociology Faculty, (805) 553-4613 rgresh@vccod.edu (2021-07-23 16:43) <br> update as of 7/26- paint office all white (no color), including the brown paneling, shelves and door. <br> Rebecca's Cell phone is (760) 845-6398. <br> (2021-07-26 13:56) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 119 - Women's <br> Restroom | 14209-125607 | and 121 (Men's Restroom). CyberKey program request. Spreadsheet dated 9/7/21 is attached. Thank you. |
| Moorpark College | 28 - SSSP |  |  | 20140-125756 | Could we please have the metal filing cabinet moved from A to B in the computer work room in SSA CHESS/International Bungalow located next-door to FYE. Please see attached map for details. The filing cabinet and desired location is marked on site as well. Thank you! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-125230 | The Lock Block has fallen off the front door. Please repair or install a new one. Thank you. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 115B - Corridor | 14214-125769 | Troubleshoot and repair all lights out in corridor 115, 115A and 115B |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-125692 | Set up the "Easy ups" for the Concert for the Cats fundraiser (according to the diagram sent) |


|  |  |  |  |  | Please add access to the Entry Gate to the Football Field on <br> Robert Salas's cyber key or provide a physical key if this is <br> not a cyber lock entry. |
| :--- | :--- | :--- | :--- | :--- | :--- |
| (Copied request from Robert Salas below) |  |  |  |  |  |
| I am not sure if the access gate to the football field is |  |  |  |  |  |
| accessable via the smart key, if so, could I request access? |  |  |  |  |  |
| Right now, the M70A students are jumping over the fence |  |  |  |  |  |
| to access the field. I don't need to tell you that this is a |  |  |  |  |  |
| safety issue for them and or me if I want to get on the field |  |  |  |  |  |
| with them. The class meets on the football field Friday |  |  |  |  |  |
| mornings 7:00 - 10:00 am. |  |  |  |  |  |


| Moorpark College | 51 - EATM BUILDING | Floor 2 | 212 - Division Office | 20135-124569 | A new staff member, Amanda Stansbury, needs a cyberkey and a key card. Request form attached. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-124250 | New Staff member needs the following keys: <br> EMK <br> Cyber Key <br> Gate Key card with Staff access |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 204 - Class Lab, Microbiology | 20143-125728 | The refrigerator is warming up. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 200A - Processing Room | 14214-125892 | The Smoke Guard next to the elevator by the men's restroom started beeping this morning. Danielle and I walked over to it to see what was making the noise and it was coming from the device pictured in the attached file. After about a minute the beeping stopped. Is there any meaning behind this mysterious beeping noise - it's our first time experiencing it. <br> -Thank you! |
| Moorpark College | 3 - GYM |  |  | 14222-123693 | There are two 40 inch TV's that need to be hung. One in the equipment managers office and one in the conference room. <br> Please see Robert or Tommy regarding the TV for the Equipment Managers office and Matt Crater for the conference room |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-125635 | Blue recycling bin on east LLR patio is full. Please empty or exchange bin. Thank you! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-125586 | The hose nozzle sprayer in Commissary leaks when water is turned on. Please take a look to see what the issue is. Thank you. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 145 - DEMO CLASSROOM \#5 | 14215-126045 | the latch on the gate from patio 5 to patio 4 is broken and't doesn't snap in |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101-Office | 20134-125937 | Post Tiger Banners (used at Concert for the Cats) in their new habitat area. See staff for details. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-125547 | In Reptile room the lights for the box turtle exhibit are duct taped on instead of braced. Area where previously secured melted from inappropriate light. Can you please secure the light? See Amanda with questions. |


| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 214 - Women's Restroom | 14209-126043 | and various other doors. CyberKey program request for Melissa Johnson who is now permanent classified FT employee as Program Coordinator II. Spreadsheet dated 9/14 is attached. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 301H - Non-Class Lab Service | 14214-125611 | Please see email below from Rena Petrello: <br> 1. We have rods that serve as sign holders hanging from the ceiling in the Math and Science Center that need to be moved since now we have new furniture in different positions. May we have each rod moved so they are hovering over the middle of each table? <br> 2.One of our new powered tables doesn't seem to have any power. It's the 8-seated square table closest to my office (LLR 319). <br> Please contact Rena at x 4882 if there are any questions. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-126001 | Please see attached spreadsheet for Key request and updates. Three keys were placed in your mailroom mailbox around 1 p.m. on 9/13/2021. Thank you! (2021-09-13 13:01) <br> I forgot to attach the spreadsheet, sorry! I'm emailing it directly to Jason Judy around 1pm today. (2021-09-13 13:02) |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-125987 | Automatic sliding doors do not open when exiting the building, but the doors do open upon entering. Please check the doors out. Thank you. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 138 - Class Lab | 14221-126007 | Several Nursing instructors need access to LMC 138 added to their cyberkey. Request form attached. Thank you! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-125897 | Please provide a key with access to exterior doors, and Counseling office doors FH120; fh120H; <br> FH120L;FH120d: FH120e - AS per attached key request |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 202 - Office, faculty | 20135-126164 | Get audit from cylinder for Gary Wilson's office. Adjust lock on exterior door, inside handle binding on cylinder hole |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-125408 | New faculty - Angelique Singh - requires new key for FH exterior, FH120; FH120H; FH120L - form attached |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-125372 | Christina Embry needs a new key with access to FH exterior and FH120, 120D, 120E, 120H, and 120L please key request form attached |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 216A - Class Storage | 14208-125369 | Please Add FH216 to both Dave Anter \#900169276, and Kathleen Downes - \#900488038 - existing keys. Thank you |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 210 - Office, Faculty | 20135-122359 | Faculty member Cindy Wilson is having difficulty unlocking the exterior door of the part time office (EATM 210). She's not sure if the issue is her key or the lock itself. This is the only lock that her key consistently has trouble with. Cindy will be out for the next week or so, but after that, if she needs to send down her key to be looked at, or make an appointment, she will be available most week days. Thank you. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-126034 | There are a couple office furniture that can be taken down to the warehouse because we are no longer using them. They are currently on the backside of the zoo office. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-126044 | Just a reminder! Today, 9/14/21, we are expecting a Flu Vaccine shipment coming from GSK Direct. Please deliver to The Health Center as soon as possible, Due to temperature sensitive. If you have any questions please call Marie at 805-378-1413. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-125838 | The Flu Vaccine shipment is coming from "GSK Direct" on Tuesday 9/14/2021. Deliver to The Health Center A-111. Thank you so much. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-125837 | Next Tuesday, 9/14/21 we are expecting a Flu Vaccine shipment sometime during the day. Please deliver to The Health Center as soon as possible due to refrigeration Thank you so much. :) |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-125985 | I am a new hire (Amanda Stansbury 900885993) at EATM and just received my digital key. Can you please give me additional access to rooms 100, 101, 102, 103, 205, 207, 208, and 209? I also need access to the pest control room (no number, but I think may be 104?) and if possible the EATM bathrooms. Thank you! |
| Moorpark College | 5 - FACILITIES MAINTENANCE | Floor 1 | 115 - Office | 20156-126200 | Make keys for new Custodial Provisional Angelo McDougald 900388357 |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 205 - Conference Room | 20143-124385 | URGENT: A faculty member, Autumn Muntz, needs a room added to her cyberkey. Request form attached. Thank you!! |


| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-123831 | A faculty member, Michelle Dieterich, is having a problem with her cyberkey. She has charged and docked it, but it is not working. Her extension is $\times 4695$. She recently received a new cyberkey; was her previous access moved over to the new key? Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 128 - Class Lab Service | 14219-125895 | There is a mix of old chairs, metal framework, and large electrical (non I.T.) equipment sitting in the OUTSIDE of the building to be removed to e-waste and garbage. <br> Please DO NOT remove the LARGE OUTDOOR EQUIPMENT RACK (5' rectangle box with doors on both sides), which is sitting next to the STORAGE CONTAINER. <br> I don't have anywhere inside to store the rack and we are keeping this. <br> Thanks. |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 205 - Office | 22599-126278 | Ant problem, they are coming from the sealed window and covering my desk. |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 104 - Office | 14219-126205 | Candice Larson's Office clarson@vcccd.edu (805) 553-4843 <br> There are ants in the office that need to be sprayed. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-126226 | Please replace burned out light bulb in classroom AA-124 near the exit door facing Library. (reported by Emilie Carroll) |
| Moorpark College | 50 - HEALTH SCIENCE CENTER |  |  | 20143-126224 | The high voltage extension cable installed in the room's breaker box can be removed. |
| Moorpark College | 12 - MUSIC | Floor 1 | 122-Office | 14217-126210 | Brandon Elliott emailed the following: Hi Jason, <br> One of the master key cards that used to work find suddenly stopped working. Can you look into this? It's card number P26A12598153-000333. There's also a 4 digit code on the bottom 7410. <br> I have the key in my office if you need it. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 104 - Women's Restroom | 14214-126271 | LLR first floor women's room floor drain is clogged. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 112 - PT-Counselor | 14221-126273 | we need a key to 112 for our PT DSPS Counselor Hardar Feingold made please. I will email Scott the key request form. |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 220 - Storage | 14214-125693 | Key request for Sarah Martinson, she says she lost her other keys. She thinks she may have accidentally thrown them in the trash. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-125840 | Please provide a cyber key and metal A key to our new Provisional Admin, Maya Conley, 900780153 assigned to MC Division 125, <br> AA-101 (Dean Priscilla Mora) |
| Moorpark College | 3 - GYM |  |  | 14222-126168 | Keys for new part time coaches and instructor |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 239-Classroom | 14216-126338 | Air Conditioning - Since the air was unfortunately shut off at 6 pm on $9 / 14$; this request is being made. <br> On Tuesdays, Sept 7 - Dec 7, back-to-back classes are conducted 4:00-9:15 p.m. in HSS-239. Please ensure the air is on during this time. Thank you! |
| Moorpark College | 12 - MUSIC |  |  | 14217-126080 | M-143 \& M-144 (practice rooms) have exposed ethernet port outlets/wiring. Is there any way to have these fixed or covered up in case this presents a safety hazard? <br> (Reported by Brandon Elliott, Music Dept.) |
| Moorpark College | 27 - PERFORMING ARTS |  |  | 14218-126121 | The exit signs in PA-100 \& PA-153 are flickering: <br> In PA-100 the exit sign over the door that exits into the backstage hallway (closest to the dance studio). <br> In PA-153 the exit sign in the backstage hallway (behind the Main Stage) |
| Moorpark College | 12 - MUSIC |  |  | 14217-126170 | Exterior lighting maintenance |
| Moorpark College | 51 - EATM BUILDING |  |  | 20135-126171 | Exterior lighting maintenance |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-125141 | Now that both the Stage and Scene shop floors are finished we need to move the scene shop equipment and tools back in place and have some wiring done. Tomorrow from 2 pm to 6, Brian, Ariana, Melissa and I are planning to start putting it back together and can probably do most of it ourselves. However, the dust collectors need to be re-wired and the AC plug that used to be used for the radial arm saw needs to be modified to work better with the relocated miter saw bench. <br> Thanks, <br> Mickey <br> Roy Mickey Howell <br> 805 378-1468 work <br> 805 428-7815 cell |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-125470 | Build ramps and railing for opossum enclosure. Please see staff for details. (Ian is aware of this project) |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-126051 | Banner request revision: Please hang tiger banners on the fence in front of the tiger enclosure. See staff for details. |
| Moorpark College | 3-GYM |  |  | 14222-126330 | My key is now beeping at me when I try and open the restroom door. And no one else can get the door open. <br> Thank you |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 112 - FS PreAction/Storage | 14214-126410 | P0120787 <br> Ramiro, this is the PO of computers and monitors from our conversation yesterday. You can deliver the entire order. We have some storage in the room with the fire risers. Accessed from the Open computer Lab.Thanks, brian |
| Moorpark College | 99-All Buildings |  |  | 24869-124173 | Install blinds |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-124843 | The pallet lift in the PAC room 154 just broke. The wheel fell apart while moving the new flooring plywood. They were lifting 2600 lbs and its rated for 4500 . So it think it just failed after 25 years of service. We us it almost everyday and epically now with the floor replacement and beginning of semester. <br> Cheers, <br> Mickey <br> Roy Mickey Howell <br> 805 378-1468 work <br> 805 428-7815 cell <br> Moorpark College Performing Arts Technician II/Adjunct <br> Faculty <br> 7075 Campus Road <br> Moorpark CA 93021 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 99 - All Buildings |  |  | 24869-124178 | fabricate metal elec covers. |
| Moorpark College | 16 - ZOO CLASSROOM |  |  | 20154-124176 | please install new equipment for gator filtration. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 212 - Division Office | 20135-126326 | The wall clock in the division office does not seem to be working properly anymore. If it could be fixed, it would be much appreciated. Thank you. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 130-Class Lab Service | 14216-126472 | Change 4 outlets that are in close proximity to water to GFI outlets. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 210B - Financial Aid Office | 14208-126543 | I would like a work order to replace the arms on a chair in our front office. <br> The arms the plastic is all fallen off and the foam is showing. I think they can replace both arms instead of replacing the entire chair. <br> let me know if a picture or more information is needed. <br> thank you, <br> Kim Korinke |


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|  |  |  |  | Please remove the key board and tray attached to the desk, <br> but leave both equipment in the office to be stored for the <br> future FT instructor. The office is temporarily occupied by <br> the FT grant coordinator who is using a laptop. Thank you. <br> (2021-09-20 14:56) <br> The requester has changed the location. <br> (2021-09-20 14:59) <br> Corrected the room location to PS 230. |  |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 |  | $230-$ Office |  |
| (2021-09-20 14:59) |  |  |  |  |  |


| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 122 - Women's Restroom | 14231-126601 | Hello! Our office was notified that there is a spill of what appears to be coffee on the floor of the 1st floor women's restroom of Academic Center. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213P - Office | 14212-126602 | Please complete a thorough cleaning of this office; a new faculty member is moving in it this week. This instructor has also requested the office to please be painted. If you have questions or need to coordinate with the instructor: Perry Martin can be reached either at $\times 4130$ or pmartin@vcccd.edu. Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 217 - Office Service | 14216-126687 | We seem to be having either very low or no airflow in the offices. Please check this out. Thank you (2021-09-22 10:21) <br> 11:05 am - our air JUST came on. Thank you (2021-09-22 11:06) |
| Moorpark College | 53 - FIELD HOUSE STORAGE |  |  | 20518-126615 | Please update Shaun Wick's (900-823-081) cyber key to include the field house storage. Contact Leanne with questions. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-126745 | Please add Room A-135 to my cyber key. Marie Ramirez 900158721. Keep all my regular access, I am just need this new room. Please remove A-136. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-126724 | A key is needed; please see attached spreadsheet. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-126322 | Please see attached key request for both Courtney Swink (additional room needed) and Jocelyn Nava - new key AND rooms needed - Thanks |
| Moorpark College | 51 - EATM BUILDING | Floor 1 | 121 - Restroom, Women's | 20135-126711 | One of the toilets in the women's first floor restroom won't stop flushing. It's wasting a lot of water. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-126327 | Requesting a CYBERKEY for Emily Cortez ecortez@vcccd.edu 900545388 to include Fountain Hall main doors and FH116 as well as FH216. <br> Thank you. |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-126517 | Our new Success Coach Deirdre Donahoe needs access to All interior/exterior doors for SSSP (FYE Bungalow) and exterior access for International/CHESS Bungalow (not the old international 107B) Thank you. Key Request attached. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-125630 | Chanae' Warni and Melody Kraus are new counselors who need keys as detailed in the attached key request form. They are starting this week |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 135 - Office | 14207-126741 | Room A-135 Needs to vacuumed due to mouse droppings. Please clean the fridge in the room inside only. I tried my best to clean it but very sticky stuff inside. I already cleaned the table and furniture inside. I would really appreciate it! Thank you!! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | $\begin{aligned} & 45 \text { - CHILD DEVELOPMENT } \\ & \text { CENTER } \end{aligned}$ | Floor 1 | $\begin{aligned} & 145 \text { - DEMO } \\ & \text { CLASSROOM \#5 } \end{aligned}$ | 14215-126788 | The newly installed paper towel dispenser on the patio of room 5 is not working |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-126668 | Please get us a new key for Jocelyn Nava - 900887182 - new counselor as per the attached key request form. Thank you |
| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 108 - Women's Restroom | 14210-126812 | Women's room first sink leaks water underneath when the water is turned on and is flooding the floor. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 135 - Office | 14207-126744 | I just saw your other message that you guys don't clean the fridge. I will clean the fridge . Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-126718 | This is a request to move well under 100 bankers boxes full of old student records (not needed for audit) to be stored at the Green Mile M\&O building in accordance with past practice. Further notice of destruction of records is pending VCCCD board approval. Moving out the old records allows space for current records but we also need assistance preparing the space for an additional employee workspace. So specifically in addition to the move of the boxes we need to remove one set of shelves. And potentially extend phone access through the wall into the space. We are ordering the necessary furniture. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 101 - Class Lab | 14216-126471 | Bring 25 chairs to warehouse for storing. Ramiro Hurtado knows what to pick up, it also have a sign on the chairs. |
| Moorpark College | 28 - SSSP | Floor 1 | 100 - open office area | 20140-126811 | Our FYE Counselor Marc Jeffrey Roaquin already has a cyberkey but needs additional access to the exterior doors of the CHESS/ International Bungalow (next door to FYE). Key request attached. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 110B - Corridor | 14207-126797 | Hallway light is out in front of A-131 and A-126B |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 123 - Class Lab Service | 14216-126753 | Take out old electric wires. Jeremiah knows what the project is. |


| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 208 - Lab | 14209-126976 | Per Jim Artero, install a replacement Lockblock on one of the exit doors to the Engineering Lab (PS-208). The door with the missing Lockblock is on the northwest side of the room; that's the side facing Fountain Hall. <br> Not sure how long the previous Lockblock has been missing. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-126742 | Need a name plate and stand for: Gabby Chacon Senior Administrative Assistant |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-126404 | Need a new sign for Business Hours - please see attached file re: business hours in Admission \& Records. Contact will be Kathleen Downes |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 203 - Classroom | 14216-126420 | Drill a 2" hole in top right corner of lectern to route cables. Please contact myself or Ivan Small with any questions. Thanks. |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 201 - Women's <br> Restroom | 14212-127103 | We need the women's and men's restrooms unlocked on Fridays from 10:30am-7:30pm. second request. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 214 - Work Room, Faculty | 20135-127127 | We are running out of paper towels in the work room. Can a new roll please be brought up? Thank you. |
| Moorpark College | 79 - Field House | Floor 1 | 12 - Women's Restroom | 30701-127119 | and Flexible Learning Room. CyberKey program request. Excel spreadsheet dated 9/27/21 is attached. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-127131 | Brandon Elliott's Cyber key broke into three pieces and needs a replacement key. Please transfer current access to any classrooms, offices, and anything else to the new key. Some of the places include but not limited to Music (interior, exterior), all of PAC except FT faculty offices (interior, exterior), the parking structure storage units, the gymnasium exterior doors, HSS-104, AC-101, FH-213, the COMM recording studio. |


|  |  |  |  |  | Is it possible to have a fan delivered by next Wednesday, <br> September 24th? |
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| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-126640 | Please clean and Vacuum Room A-136- Lactation Room.. It seems it hasn't been used in over a year. Very dusty and smelly. <br> There is fridge inside the room, It has old food and very smelly. The fridge is only meant to be used for lactation milk. Can you clean it? If not please let me know. Thank you so much! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 118 - Outreach | 14208-126523 | Alejandra needs help determining if the easy-ups that are in the storage room are functional. Any of them that are broken will need to be taken and put in the trash. She will also need 4 sandbags and would like this done before the next event on October 2nd. She arrives at her office by 8 am and her cell phone number is 805-570-4393. Thanks! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 104 - Office Service | 14221-126122 | could we please get some paper towel put in the dispenser we are completely out and we like to be able to clean surfaces of counters in common areas in the morning. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 145 - DEMO CLASSROOM \#5 | 14215-125398 | The paper towel dispenser on the patio of room 5 is not working |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 103 - Office | 20134-125430 | Can we please have 3 additional boxes of N95 masks delivered to the Zoo Office? Thank you. |
| Moorpark College | 30 - MPHS TR 1-2 | Floor 1 | 2 - Moorpark High School | 14230-125214 | Hello! It appears the ants have struck again, this time in TR2. If we could have some ant traps set in the classroom, we would greatly appreciate it. Thank you! |
| Moorpark College | 80 - Outdoor Training Center |  |  | 30702-126280 | Please have posts mounted on the inside walls of the storage shed used by Jeff Kreil. He wants to hang weights on the posts. <br> Please contact Jeff with questions either by email or when he is on campus again on Sept 28 |
| Moorpark College | 49-ACADEMIC CENTER | Floor 2 | 229-Staff <br> Workroom | 14231-127227 | Please remove 6 boxes and an "antique" math chart for recyling, everything has been labeled for recycling. Also there are 2 boxes in the division office, AC 232 for shredding, these boxes/crates are marked for shredding. |
| Moorpark College | 8 - APPLIED ARTS |  |  | 14211-126228 | Please remove the wooden box with Styrofoam and pallets with scrap wood that are in front of AA-124 Ceramics Classroom. |


|  |  |  |  |  | Kristy Gonzalez is new to A-131 and she would like the <br> office vacuumed, especially under the desk. There is a <br> rolling cabinet under the desk that she can move if she is <br> given the date the room will be vacuumed. <br> Thank you |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 1-ADMINISTRATION | Floor 1 | 131 - Office |  | $14207-125381$ |


|  |  |  |  | I would like to put in an M\&O request that the parking <br> Structure 2nd level dance floor be swept and mopped by <br> M\&O. |
| :--- | :--- | :--- | :--- | :--- | :--- |
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| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 230 - Office | 14209-126977 | Per Jim Artero, troubleshoot and adjust the fluorescent lighting in Faculty Office PS-230 (temporary office of Ms. Melissa Johnson). The issue is that the lighting is too "yellowish," and installing new white fluorescent tubes would help a lot. Also, the overhead lighting panel buzzes. It could be that the ballast is starting to fail. (2021-09-24 10:50) <br> Melissa Johnson reports someone very kindly upgraded the lights in PS 230 to white (rather than yellow). However, there is still a noise coming out of the ceiling. I don't think that it's coming from the lights, but rather from the ventilation system. It's strange ... almost like a crinkly noise. I'm not sure if this is normal? (2021-09-27 16:45) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-127298 | Please fix or replace the key for Raquel Olivera; it was placed in the inter-office mail around 9/27 to M\&O. Thank you! |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 230 - Office | 14209-127249 | From storage, is there an adjustable armless secretarial chair, with back support, available for Melissa Johnson, Program Coordinator II? The chair currently in the office is not functional for Melissa. Please advise and if available, please deliver to PS 230. Thank you. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-121651 | The filter for the alligator pool is losing water and air is building up inside causing bubbles to come out into his pool. Please take a look to see what is the issue. Thank you. |
| Moorpark College | 63 - STADIUM TKT BOOTH |  |  | 28676-127089 | Vern needs a key to the ticket booth - \#1148 <br> Thank you |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-126815 | This is a the building next door to FYE, the new International Students/CHESS Bungalow. Since returning to campus the sliding automatic door has not been used. Could we please have this serviced so it is functional again since this is the only ADA accessible entrance and the main entrance that faces the welcome desk. We were able to secure the manual lock from the inside but the teeth in the lock only came out half the time so may need to be looked at as well. Thank you! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-126698 | Can you please fix the lock block in the vet office? It feel off of the door. The lock block is next to the door on the cabinet to the right |


| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-126700 | Please remove the shelf in enclosure AMC 06 (raccoon) so that students can repaint it. We will need to move the animal out in order to do this. The best days are Tuesdays or Thursdays. Please coordinate with zoo staff to have the enclosure empty for removal. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 21 - MPHS TR 3-4 | Floor 1 | 3 - Moorpark High School | 20152-127346 | Hello! Someone spilled a drink in TR-3 earlier today. The students and teacher tried their best to mop it up with napkins, but it would still need some additional cleaning. Please let us know if you need any additional information. We sincerely apologize for any inconvenience this may have cause and hope you have a wonderful rest of your day! |
| Moorpark College | 27 - PERFORMING ARTS |  |  | 14218-127440 | Perform lighting maintenance in all catwalk areas. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146B - Meeting <br> Room | 14210-126002 | Request made to fix or replace blinds in the Campus Center Conference Room. The blinds covering the back window of the room are missing some slats so the room was not dark enough for the Film Club to see the projected images when they used the space. <br> They have also asked if the clock on the wall can be adjusted for the correct time. It is not moving at all and might need a new battery. |
| Moorpark College | 100 - Grounds |  |  | 20679-126612 | Please remove the following panels: <br> Ladin <br> PennyMac <br> Simi Valley Auto Group <br> Please let me know when the signs have been removed so that I can have someone pick them up. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 203A - Class Lab Service, Tissue Culture | 20143-127431 | Please replace lamps (2 bulbs?) The room is really dark right now. Only 2 of 3 lights are working. <br> Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 114 - Student Business Office | 14208-127428 | Please deliver 2 cases of paper to the SBO office, LynneNora Yao, thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 139 - Meeting <br> Service | 14207-127370 | At Mike Hoffman's desk (second desk from the door), the left arm rest pad as you sit in the desk chair is torn. Attached is a picture of the label on the bottom of the chair. Is there a possibility that $\mathrm{M} \& \mathrm{O}$ can replace the arm rest from another chair not in use on campus? Please let me know and thank you. |


| Moorpark College | $30-\mathrm{MPHS}$ TR 1-2 | Floor 1 | 1B - Office | 14230-126189 | Please hang a key storage cabinet in Shirleen Opulstic's office. She is the principal for the High School at Moorpark College. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 101 - Office | 14218-127316 | Request for 900 wristbands I will use to check in and screen event attendees for performances of Nell Gwynn in the Parking Structure. <br> There are 9 performances and our estimate of 100 per performance includes the student actors and staff. <br> Here are the days and times: October 7, 8, 14, 15 at 8:00pm (Thursday \& Friday nights) Free campus matinee October 13 at 10:00am October 9, 10, 16, 17 at 2:00pm (Saturday \& Sunday afternoons) <br> Please deliver the wristbands to Krista in the PA Box Office, PA-101 <br> (I have been trained as a screener and Allison knows about these performances) |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 233 - Dean's Office | 14231-124285 | Please spray for ants. There are ants climbing up the column in the corner of the dean's office, there is an ant trap at the base of the column but there are still ants there. The dean is also reporting that ants are crawling across his desk. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 304 - Women's | 14214-127462 | Third floor LLR women's room second toilet from the door squirts up water when flushed. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-127373 | At the zoo, in the show area outside of Michelle's enclosure, is a leaking pipe causing algae growth. Can you please repair the leak? Please coordinate a good time for repairs with Cindy Wilson (cynthiawilson@vcccd.edu) as the animal needs to be moved from the enclosure for repair. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 201 - Classroom | 14231-127282 | Instructor is complaining about dust, cobwebs, and dirt. Please clean when you have a chance. Thank you! |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-127020 | Large EATM cargo van is registering low tire pressure in the driver's side front tire. Please check. Planning to take the van off campus next Friday 10/1. Thank you. |
| Moorpark College | 3-GYM | Floor 2 | 207-Lobby | 14222-127500 | Location is actually the pavers on the NE side of the patio. A paver is cracked in half. Please fix and replace, thanks! |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-127596 | Please add FH 120 E to Angelique Singh's key per attached key request document - Thank you. When done, I will let her know to re-dock her key |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 100 - Main Desk | 14214-127594 | A key broke off in one of the drawers behind the desk on the 1st floor. The number on the key is 29. The key is still stuck in the lock. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102A - Storage | 14207-127577 | Water is coming out from under the sink. We think it's the water heater or some pipe that is broken. |
| Moorpark College | 8 - APPLIED ARTS |  |  | 14211-127236 | Kevin Fukagawa has lost his cyber key and needs a replacement with the same access as before. <br> kevin_fukagawa1@vcccd.edu <br> Thank you for your help! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 105 - Office | 14211-126848 | Tracie Bosket needs a key to the AA building as well as her office. This request was put in by Rain but we have no idea if it was delivered or not. Thank you for your help!! tbosket@vcccd.edu |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101-Office | 14211-125137 | Many replacement metal and cyber keys, and cyber key updates for Arts, Media, and Comm Studies. Please see attached spreadsheet. (2021-08-30 17:23) <br> Please email Priscilla at pmora@vcccd.edu when this is completed, as I will be out on leave. (2021-09-08 09:55) |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-127565 | Duplicate keys for the reptile enclosure are needed. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 120 - IT Shop | 14214-127460 | Please empty the blue recycle bin outside of the IT Office on the 1St Floor of the LLR. It is full again. (Please note, this will require the forklift to move) |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 222A - Technical Assistance Room | 14214-127430 | Hello, <br> We have a fan and pop up canopy ready for pickup! They are by the table in our technical services workroom. <br> Thank you! |


| Moorpark College | 100 - Grounds | Floor 1 | Quad | 20679-127374 | Location is Raider Walk (no option for that): <br> ASMC's Club Rush event is taking place on Tuesday, October 5 and Wednesday, October 6 from 10am - 1pm each day. <br> - I would like to request 21 tables set up along Raider Walk, beginning at Fountain Hall and going in the direction toward the Campus Center <br> ol would like all 21 tables to be along the same side of Raider Walk, that way in the event of an emergency a service vehicle can still pass through <br> - I would like 42 chairs to be set up (2 at each table) <br> I would prefer if the items could be set up before the end of Monday, October 4 if possible. I would like the items to remain set up until after 1 pm on Wednesday, October 6. If M\&O could assist in taking down and putting back in the ASMC bunker the items after the event concludes, that would be greatly appreciated. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 62 - STADIUM PRESS BOX |  |  | 28675-127087 | Please clean the press box before the game on Saturday. <br> Contact Leanne with questions. <br> thank you |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 201 - Class Lab, Anatomy | 20143-127603 | If Custodial could please come by to clean, the entire lab has a layer of dirt and dust that came in over the weekend. <br> Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-127661 | Key request for staff as attached. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 138 - KITCHEN | 14215-127737 | The pilot light in the stove is off. Can we have it turned on, please? |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-127480 | Wondering if it is possible to attach misters to our Aviary next to Clarence? (2021-10-01 15:19) <br> Ready to start! I can tell you where placement can go. Haven't dug the trench yet though. (2021-10-05 10:04) |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-127372 | We have a medication disposal to be picked up today. If you have any questions please call our office at 805-378-1413. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 200A - Entry | 14214-127689 | Please see attached key request for various buildings and cabinets. All but one of the key requests is to replace Rena Petrello's lost keys and to re-key a couple of free standing file cabinets, pictures attached. Please contact Rena if there are any questions, her extension is 4882. |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213E - Office | 14212-127305 | Please add a door cover/plate to the bottom of this office door. See attached images. Thank you! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 314 - Office | 14214-127796 | It looks like someone broke a key in the lock to my office door. Please fix as soon as you can - I had to enter through my dean's door. Thank you! |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 203 - Classroom | 14231-127812 | Per email from Scott from Leanne: Mike Stuart's key, John Diaz's key and Matt Crater's key updated with the following rooms: <br> - AC203 <br> - AC303 <br> - AC306 <br> - FLR1 <br> - FLR2 <br> - FLR3 <br> Football is using the rooms for films. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-127778 | The arms of my chair are falling apart. Can I please have them replaced with the extra parts Ramiro has in the warehouse? <br> Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-127693 | We need a Medical Waste pick up from The Health Center for tomorrow 10/06/21. If you have any questions please let us know. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-127696 | At your convenience as this is low priority, please use a hand truck to pick up a box of Engineering books and deliver to the office of Scarlet Relle, PS 235. Thank you. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 241 - Storage | 14231-127774 | Please remove 2 desk chairs from storage room which are labeled for removal. |


| Moorpark College | 19 - L SCI/MATH/COMP |  |  | 14221-127719 | The faculty office hallway doesn't seem to have air flow and is starting to become stagnant. Air temperature around the labs since morning have been around 76F and have started to rise as the day goes on, making it uncomfortable for staff, faculty, and students. If the temp could be brought down, it would be much appreciated. <br> Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-127825 | Attached is a spreadsheet with requests for additional rooms for several staff members' cyberkeys. Thank you. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 130 - Class Lab Service | 14216-127645 | Drying rack for prints need to be mounted to the wall. Ian knows what it is. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 150 - Lounge | 14210-127843 | May I please get an update to my Cyberkey so that I can let the ASMC in the Student Activities Office when Kristen Robinson is out. I think it's 150 ? If possible, can you give me the update before Monday? <br> Thank you! |
| Moorpark College | 27 - PERFORMING ARTS | Basement | 2A - Costume Storage | 14218-127951 | The dryer in the PAC basement is not working correctly. It turns on but does not heat up to dry anything. The last two days the wet clothes were still wet after going through a dry cycle. we use the washer and dryer after every performance. The next performance is Wednesday morning. The dryer is in the very back of the room next to the dying vat. If someone could take a look, it would be much appreciated, as it is time sensitive. Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 111 - Storage | 14208-127962 | Please add FH111 to Sergio Gonzalez per attached key request form. I have instructed him to wait for my completion notice, and then to redock his key. Thank ou |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-127867 | Reconfigure wiring for new 240v motor, install 2-pole switch and 240 v receptacle. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-127964 | We are reporting a leak in the ceiling in our Health Center Bathroom. We need someone to come in and check. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 120 - IT Shop | 14214-128056 | Please delivery 15 laptops from PO 125221 to the LLR IT Shop (LLR12). |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-128071 | Please see attached spreadsheet to add rooms to existing keys. Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 146 - Women's <br> Restroom | 14216-128070 | If you were not yet notified- All Sinks in women's first floor restroom are backed-up/clogged/brown. |


| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 319 - Office | 14231-127669 | Instructor Tammy Terzian has asked for the bulletin board in her office be removed and replaced with a white board. Her office is AC 319. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-121467 | Please build shelves inside the emu's barn on the left side so we can store animal crates inside. 1 along the left side wall and 1 in the right hand corner in between the two barn doors. Preferably of different heights so different size crates can be stored. If any questions, talk to Alisa or Taiki. |
| Moorpark College | 79 - Field House | Floor 1 | 11 - Men's Restroom | 30701-127628 | Men's restroom in the football field house the hand dryer is not working. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-127838 | Need enclosure sign AMC 19 made for Ira the Lion enclosure |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 203-Circulation Reserve Room | 14214-127968 | Could we please have 90 units from P0125221 delivered to the LLR Circulation Desk. <br> Thank you! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-128098 | The locker \#52 in classroom Zoo 2 is not opening easily from the outside. Please take a look to see if it can be fixed. Thank you. |
| Moorpark College | 21 - MPHS TR 3-4 | Floor 1 | 4 - Moorpark High School | 20152-128080 | Hello! We just need someone to set the thermostat to 70 or 72 for TR 4 only. The room has gone so cold the teacher and students were shivering, but they did not want the A/C to be shut off entirely in case the temperature goes back up and it makes the room too warm. Thank you so much for your time! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-128054 | picture attached from previous work order |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-128053 | Can you please pick up this broken compressor? (pic attached) <br> We can not pick it up! |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 108 - Classroom | 14231-128158 | Please give Ashley Lajoie access to AC-108. She is teaching an athletics counseling class in that room for the rest of the semester. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-128057 | Ceiling Tiles need to be replaced in the Health Center bathroom due to a leak. This request is for the carpenter " Ian". Thank you so much! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-128199 | FYI: Aero Safe Global will come 10/14/21 to pick Orange box sometime in the morning at the Warehouse. Can you please have Ramiro or Geoff pick up box from the Health Center first thing tomorrow. The box will be on the front desk, back counter. Is already to go. |


|  |  |  |  |  | I have a Merck orange/green box that can't be discard. We <br> need to return it. Can you have Ramiro or Geoff pick up the <br> box. I have to call 1-585-760-2830 to have the box picked up <br> from the Warehouse. If you have questions please let me <br> know. |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 1- ADMINISTRATION | Floor 1 | 111 - Waiting Room | $14207-128162$ |  |


| Moorpark College | 30 - MPHS TR 1-2 |  |  | 14230-127559 | Hello! Both our teachers in TR-1 \& TR-2 are reporting that the $A / C$ is not turning on and the room is exceedingly warm. If anyone is available to check on the $A / C$ unit that covers those two classrooms, we would greatly appreciate it. Thank you so much for your time and we hope you are having a wonderful morning! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-125045 | Good morning, <br> It is very hot and stuffy in the library. Is the air working? Is it possible to reduce the temperature a bit? |
| Moorpark College | 51 - EATM BUILDING |  |  | 20135-128242 | In addition to the previous request submitted for tables, two 6' tables are needed for the Latinx Heritage month event happening on Friday, October 15. The tables needs to be there no later than 10 a.m. please. We are using these tables to place the lunch boxes that have been ordered. Thank you. |
| Moorpark College | 51 - EATM BUILDING |  |  | 20135-128105 | For the LATINX HERITAGE MONTH FINALE- <br> Please move five of the 6-ft. tables from Kristen Robinson's area in Student Life to the EATM Terrace on Friday, Oct. 15 before 10:00 a.m. (These are the tables that student life uses for their events; Kristen knows T. Coleman is borrowing them.) <br> Also, please set up 20 chairs -- Once I learn where Tammy want them, I can update this work order. (2021-10-12 16:44) <br> Actually, 30 chairs -also from Kristen Robinson's area in Student Life. Please set up the 5 tables and 30 chairs on the terrace near the other already-there, stationary, picnic-style tables. Thank you! (2021-10-13 11:21) |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 202 - Class Lab, Anatomy | 20143-128196 | We are requesting to please clean the lab of dirt and dust that has settled in there over the semesters. Thank you. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 101 - Inactive Area | 20287-128102 | There are spiders constantly coming down from the vents and have been observed by students during counseling appointments. Can we please have this issue addressed in some way? Thank you! |
| Moorpark College | 80 - Outdoor Training Center |  |  | 30702-128157 | Please install a medicine ball rack in one of the sheds next to the OTC. Jeff Kreil has discussed this with lan. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-128226 | A faculty member needs a room added to her cyberkey. Request form attached. Thank you! |


|  |  |  |  |  | It took John 10 minutes to get in to his office today. His key <br> is charged and works on every other door in this hallway, <br> except for his office door. Suzanne tried her key on the <br> door as well and couldn't open it, even though she also has <br> access. We're not sure if the lock needs to be cleaned or <br> replaced, but if the locksmith could take a look, it would be |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 27-PERFORMING ARTS |  |  |  |  |
|  |  | Main Floor | 146 - Office |  |  |
| much appreciated. |  |  |  |  |  |


| Moorpark College | 54 - Student Services Annex | Floor 1 | 111A - Classroom | 20287-128407 | Please see attached key request spreadsheet. The first 3 have previously been submitted; however, have not been completed. Apparently as they were submitted by someone other than the Division Admin they could not be. Can we please make certain all of the keys are updated and or created. Thank you |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 212 - Division Office | 20135-128230 | A faculty member, Melia Tabbakhian, (900712572) lost her keys. She had a cyberkey and several hard keys. Is it possible to issue her another set? Additionally, is her key access on file? She doesn't remember which hard keys she had. If it's not on file, please let me know and I can try and track down our older files to see if I can locate which keys were requested for her originally. <br> Thank you. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 125 - Office | 14218-128469 | A faculty member, Jill McCall, needs a new cyberkey. She has one of the originally issued keys that uses a battery, and it no longer works. The spring connection that holds the battery in place is broken. She is not able to unlock any doors with it. Please let me know if she needs to send her key down to the M\&O office in order to receive a replacement. Thank you. |
| Moorpark College | 63 - STADIUM TKT BOOTH |  |  | 28676-127088 | Please blow out/wipe down the ticket booth before Saturday's game. After almost two years of sitting, it is full of dirt so anything will help |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-127336 | We need a few modifications to our ferret enclosure. Please see me, Jennifer Warden or Amanda Stansbury for details. Thanks. |
| Moorpark College | 99-All Buildings |  |  | 24869-121854 | Installation of 150 Covid/wristband posters on all buildings, entrances, elevators and stair ways all over campus. |
| Moorpark College | 76 - Old Warehouse | Floor 1 | 116B - Cusdodial Storage | 30193-128249 | please do not drag anything, if you are moving tables and chairs pick up and carry so the floor does not get scratched. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 202 - Desk | 14214-127977 | There is a spill near the Circ desk. Shandor blocked it off until it can be cleaned. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 147 - Lounge | 14210-124563 | Eric, please confer with Johnny Conley (x4753) or Tim Lumas (cell: 805-207-7948) to assess the need of Ant prevention in Raider Central - where food is being stored in the basic needs center (now in the prior Polly Room). Thank you! |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{array}{\|l\|} \hline 145-\text { DEMO } \\ \text { CLASSROOM \#5 } \\ \hline \end{array}$ | 14215-124405 | The paper towel dispenser on the patio of room 5 doesn't work |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 202 - Desk | 14214-124373 | We have ants in the library! We've seen them in the circulation area and on the water fountain near the men's bathroom on the 2nd floor. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 46 - PE ANNEX | Floor 1 | 101 - CONFERENCE | 14224-124219 | We have moved someone into the old Athletic Training Clinic to use the space as an office. It has been sitting as a storage room for close to two years. Can we get the room vacuumed and a trash can in the room. Thank you. See Leanne, Tommy or Robert for information |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 147 - Lounge | 14210-124213 | Do you have 4 trash cans? If you have four trash cans (sizeto be used at a desk), please deliver them to Raider Central. If you do not, please notify Kristen McCloskey to order them. Thank you! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 151 - Classroom Service | 14211-124052 | There are ants on/around the desk. <br> Thank you. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 146 - Women's Restroom | 14216-124030 | Since at least 8/16 and as of 11:45 am on 8/18- neither of the Soap Dispensers are providing the soap that is in them. Please fix; thank you! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 |  | 14208-124000 | pick up the eazy up, table and two chairs and put away. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 207-Class Lab Service, Lab Prep | 20143-123987 | We would like help to dispose of package/delivery waste. At the front of the HSC 207 prep lab, we have cardboard, paper recyclables, and bulky packaging material to dispose of as trash. Thank you. |
| Moorpark College | $\begin{aligned} & \text { 45-CHILD DEVELOPMENT } \\ & \text { CENTER } \end{aligned}$ | Floor 1 | $\begin{aligned} & \hline 145 \text { - DEMO } \\ & \text { CLASSROOM \#5 } \end{aligned}$ | 14215-123828 | The newly installed soap dispenser and paper towel dispenser on patio don't work |
| Moorpark College | 50 - HEALTH SCIENCE CENTER |  |  | 20143-123812 | There is an ant problem in HSC- they have been running across the entire back window side of HSC, through HSC $204,207,207 \mathrm{~A}$, and 208. We also see them around the inner door frame of HSC 201. |
| Moorpark College | 1 - ADMINISTRATION |  |  | 14207-123756 | Please deliver 3 bottles alcohol free hand sanitizer and a box of n95 masks. Leave on my desk. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 161 - Office | 14207-123704 | Purell hand sanitizer needs to be refilled. Need more face masks. Need gloves size M. Women's restroom is out of paper towels. Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 104 - Office Service | 14221-123660 | could we get some paper towels and possibly soap for hands |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-123654 | Equipment pickup request: wire mesh standees meant to hold boxes of gloves, masks, and hand sanitizer bottles. There are 5 stands to pick up. Thank you. |


| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 308 - Classroom | 14231-123639 | If not already visible, please affix formal signage on AC 308 \& 310 about adherence to Covid-procedures. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 208 - Office | 14216-123507 | They might already be done; if notPlease thorough clean Offices HSS 208 and 213 (shelves, etc.). Faculty will move into them as soon as they are clean. Thank you! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 207-Class Lab Service, Lab Prep | 20143-123498 | Please dispose of packing waste. At the front of the HSC 207 prep lab we have cardboard, paper recyclables, and bulky packaging material to dispose of as trash. Thank you. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 104 - Office Service | 14221-123357 | NEED THE OFFICE PAINT SPRUCED UP. new employee had to have shelves relocated and that left the walls looking very dirty. paint is chipped up and would like the standard white shelp paint and tan wall paint or what ever the approved color is now. want to make the employee feel welcomed and valued by our campus community |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-123349 | Pick up approx 7 boxes of old catalogs. Stacked next to the copier in the Counseling Dept they will be marked as trash/recyclables as requested. See Patricia Cienfuegos in counseling office |
| Moorpark College | 20-OBSERVATORY | Floor 1 | 101 - Class Lab | 20144-123325 | Per Jim Artero, Janitorial services for the MC Observatory, please. <br> The observatory is very dusty, and dust has settled on everything, from the telescope equipment in the upstairs dome to all the downstairs astronomy lab telescopes and equipment. Included in this "dust" are old rodent droppings; so, it would be a good health initiative to have the facilities cleaned before we start trying to have students use the observatory. <br> Let Jim know if he can help in any way to set this up (including being on hand to open the observatory doors). He can be reached at: james_artero1@vcccd.edu, ext. 1487. Thank you. |


| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 |  | 14212-123075 | Clean Tech classrooms, dust top to bottom, sweep and mop the floors, dust the desk and move back the desk in room 118. Make sure all the classrooms on the first floor are dusted and clean. Dust the outside window sills and light fixtures too. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 146 - Women's <br> Restroom Vestibule | 14207-122830 | Hello, is it possible to get a trashcan placed outside the women's restroom so we can dispose of paper towels after using them to open the restroom door? |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 136 - Office | 14207-122783 | So that we may clean our offices, are you able to provide a "Swifter" or microfiber cloths and furniture polish? If so, please provide enough quantity for 3 offices and leave the material in A 136. Thank you. (2021-08-04 09:12) <br> Cancel the request. (2021-08-04 16:55) |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 227 - Classroom | 14221-122584 | First, we are requesting that the vent cleaning vendor vacate LMC 227 as they have set up shop in there, leaving all their equipment, items, etc. in the classroom. This is in order for our request to have custodial come by to clean and wipe down the lecture hall, including desks and chairs, for the Fall semester lectures. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 104 - Office | 14211-122376 | PPE request for high-risk employee. <br> Please deliver the following to AA 104: <br> -N95 masks <br> -Gloves, size Large <br> -Sanitary Wipes <br> Employee in this office is high risk and is scheduled to be back on campus next week. <br> Thank you |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-122375 | Please deliver a Hand Sanitizer Stand to AA 101 Division Office, by the front door. This is a potentially high-traffic area once the semester starts and there are high-risk employees that work in this office. <br> Thank you so much, |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 139 - Meeting <br> Service | 14207-122219 | There are ants, which appear to be scouts, along Mike Hoffman's desk in Room 139; 2nd desk upon entering the room. Mike said there is no food in his desk but the ants are wandering around. He has killed three so far this morning. Please eradicate and thank you. |


| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 100 - Corridor | 14221-122034 | we have trash and other items that we need removed from the end of the corridor by emergancy exit |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 129 - Studio | 14219-121843 | May we schedule to have the floor cleaned and re-sealed with low-gloss/matte sealer between AUG 2nd and AUG 6th? <br> Please advise as this room is has to be done in half (as all the equipment cannot be cleared out)- and I would have to move it all from the un-cleaned side of the room to the newcleaned side. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 119 - Bookstore | 14210-121643 | Can someone please clean the bookstore windows inside and out prior to the 08/02 back to campus date, thanks! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 227-Classroom | 14221-121594 | We will need janitorial to come by to clean and wipe down the lecture hall, desk and chairs included for the Fall semester. Thank you. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-128450 | Please deliver 1 case of paper to Obalid Younan, thanks! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 301J - Non-Class Lab | 14214-128243 | Please remove carrel which should be labeled for removal. Picture attached and here's Rena Petrello's description of where it's located: It is located on the 3rd floor of the library, just before entering the Math and Science Center, against the exterior corner walls of the Writing Center |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 149 - Print Shop | 14219-128485 | COMM-149 has been used as storage but it will now be converted into an office. Can we please have the attached chairs, boards, and equipment removed? A pink post-it is on all the items. Thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-128452 | We are expecting a vaccine shipment from GSK Vaccines, In the next day or two. It is temperature sensitive, please deliver to the Health Center as soon as possible after it arrives. If you have any questions please let us know. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-127966 | I'd like to request a key access to 111A to be added to my program key. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-128417 | Fence Panels for the new parrot enclosures will need to be moved from the tiger construction site |


|  |  |  |  |  | MC Dreamers needs help taking out 2 tables and 4 chairs <br> and 2 tents for our tabling event next Wed. Oct. 20th. We <br> would like help setting up at 8:30am and teardown at <br> 12:10pm. Do you think this is possible? |
| :--- | :--- | :--- | :--- | :--- | :--- |
| These items are stored in the ASMC containers and Kristen |  |  |  |  |  |
| Robinson is aware of this request. |  |  |  |  |  |
| (2021-10-14 09:13) |  |  |  |  |  |
| Set up will be in front of the Technology Building. Thank you! |  |  |  |  |  |
| (2021-10-14 13:52) |  |  |  |  |  |, | Hello! We unfortunately require some more ant traps. |
| :--- |
| Thank you! |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 210A - VP Student Support Services | 14208-128567 | Amanuel's CyberKey plus has died. I will be sending it down for Jason to work his magic and get it up and running again. I'm also including the spare key for Samuel Lingrosso as he no longer works here. Let me know if you need any other information from me. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 161 - Office | 14207-128651 | 2 ceiling lights are out. Hand sanitizer dispenser needs to be refilled. Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | $107 \text { - Men's }$ <br> Restroom | 14210-128647 | first sink on the left is loos in the men's room |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-128141 | The tire pressure is low in the white truck. Please add air to the tires. Thank you. |
| Moorpark College | 12 - MUSIC | Floor 1 | 105 - Class Lab | 14217-128684 | A music faculty member needs a room added to her cyberkey. Request form attached. Thank you. |
| Moorpark College | 25-COMMUNICATIONS | Floor 1 | 149 - Print Shop | 14219-128554 | Please see the attached for Dina's key request for Communications 147A, 147, 148, and 149. Thanks! |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 114 - MULTI- <br> PURPOSE CLASSROOM | 14215-128059 | The classroom door to the hallway in CD 114 is dragging. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's Waiting Area | 14207-128716 | Please deliver 2 cases of paper to Gabby Chacon, thanks! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-124841 | We would like to increase the ceramics glaze tile examples for the students. Can this be done? Art Department would pay for materials. <br> Discuss possibility of adding pin/cork board above the existing pin/cork board. If the color is different, that would be okay with us. But we prefer the same color as the board that we have. Please look at the image, it indicates where the new board would go. <br> Come up to Ceramics to take a look/measurement/price. <br> Thanks <br> Gerry Zucca <br> Call me any time 8059060039 |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{aligned} & 125 \text { - DEMO } \\ & \text { CLASSROOM \#2 } \end{aligned}$ | 14215-128983 | The adult sink in the classroom is clogged. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 109 - Work Room | 14214-128763 | LLR-1st Floor. Please empty the large recycle bin outside the LLR by the IT area. (A forklift may be required) |


| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 203-Circulation Reserve Room | 14214-128755 | We are ready for the next batch of 90 tablets from P0125221 to be delivered to the Circulation area. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 212 - Division Office | 20135-127655 | The Zoo front gate key card for Dr. Ben Charette no longer works. He dropped it off here at the Division Office. Should I send it down to M\&O? <br> Thank you. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-128700 | We would like to request that the carpet in SSA 107A and all offices inside inside: 101, 102. 103,104, and 108A be vacuumed. If possible as early as possible or as late in the day as possible, so as to not interrupt the counseling sessions with students. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 112 - Work Room | 14208-129135 | re-attach the soap dispenser. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-129128 | Black bugs are coming out of the ceiling/vent in SSA 107A room 102 |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-129125 | The soap dispenser in the HSC 120 lunchroom is not working. I am not sure if it out of soap or just not working. If someone can please repair asap. <br> Thank you, <br> Marcela |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-129081 | Counselor, Kellie Porto-Garcia, can open the front door of FH120, but was unable to open her room FH120A. The light stopped flashing. Can her fob be reprogrammed, so that she can get into her office? We would greatly appreciate your assistance. |
| Moorpark College | 16 - ZOO CLASSROOM |  |  | 20154-129173 | Remove burned relays, check and repair all burned wiring and install new relays. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-128592 | The vehicle gate at the front of the zoo is not working. When we enter the code \#3333, it either gives a long beep or beeps like it's going to open normally, but nothing happens. There is an odor coming from the motor. We shut down the motor and gate to prevent anything from happening. We tried turning off and on the key pad but that did not help. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 109 - Work Room | 14214-129151 | Please pickup outgoing shipment for Dell Support. Box is on main Help Desk counter (white box, shipping to Dell, shipping from Aaron Kay). |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 202 - Class Lab, Anatomy | 20143-129139 | We would like to have 3 industrial sized fans picked up. They were brought up to HSC and left here a few months ago. Thank you. |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's Waiting Area | 14207-129095 | Requesting two 6' tables for Wednesday, October 27 by 1 p.m. please. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-128970 | Please place ant killer in Room 106, by my desk, the counseling office and Johnny Conley's Office. Thank you. |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 149 - Print Shop | 14219-128550 | Can we please have COMM-149 cleaned? It was previously used for storage and needs to be dusted and vacuumed. Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-127827 | Evening before events (10/14 and 10/21) <br> -We need access to the area (not sure if it gets locked down to keep students out) <br> -We are going to be rearranging tables and chairs to fit our needs. Please don't undo. <br> -We can move some of the tables/chairs outside of the main area for students to use while the dining area is closed. oOr if this is something custodial does, that is fine too. <br> -We will be putting up some temporary signage for our workshop <br> Day of event (10/15 \& 10/22), CC Dining Area is reserved for us <br> - We need access to the area (again, not sure if it gets locked to keep students out of the area) <br> -When we are done, we will move tables/chairs back to original orientation to the best of our ability <br> -We will also remove our temporary signage. <br> Thank you for all of your assistance! |
| Moorpark College | 21 - MPHS TR 3-4 | Floor 1 | 3 - Moorpark High School | 20152-129105 | Hello! Room TR-3 is unusually cold and the teacher reported that the heater has not kicked on at all. If we could have someone take a look at the A/C unit and make sure it is on and heating, we would truly appreciate it. Thank you! |
| Moorpark College | 100 - Grounds |  |  | 20679-129132 | Please check the main switch/circuit breaker for the scoreboard. It kept popping last night during practice. <br> See Tommy for more information. |


| Moorpark College | 21 - MPHS TR 3-4 | Floor 1 | 4 - Moorpark High School | 20152-128322 | Hello! TR 4 unfortunately has a few ceiling lights that are not working. The room is empty prior to 11:00am, Monday through Thursday and it is empty after 12 pm on Fridays. Please let us know if repair work requires that the room be empty any other time and we will do our best to move the class as needed. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 123 - Office | 14207-129286 | Please add to Dina Pielaet's key access: A-123A, A-124A, A126B |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 219 - CLASSROOM | 14208-129214 | Counselor, Cassandra Cowen Ryan, needs access to FH-219. Can we please have her key fob updated, so that she can enter the classroom for her appointments? We appreciate your help! |
| Moorpark College | 100 - Grounds | Floor 1 | 2 - Parking | 20679-128488 | There are 12 bricks in a large box in A-101. These bricks are to commemorate employees who have 25+ years of service with MC. Please place them on the staircase wall between lots $A / B$ and Fountain Hall. A picture of previously placed bricks is attached along with an excel sheet of the order bricks should be placed vertically. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-126507 | I need some photo frames currently on the wall rearranged. Here's my schedule this week: <br> Tuesday, 9/21-8am-12pm <br> Wednesday, 9/22-8am-4pm <br> Thursday, 9/23-8am-4pm |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-129313 | Could we please have another dumpster delivered? We have a bunch of boxes to toss. <br> Thank you! |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 232 - Division Office | 14231-129349 | Replace battery CyberKey that constantly beeps notifying that the battery is low even with a brand new battery. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 203 - Circulation <br> Reserve Room | 14214-129312 | Could we please have the remainder of the tablets in P0125221 delivered to the circulation area? |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 142 - Police Vehicle Parking | 22599-129306 | Inventory the supplies in the emergency trailer and on the shelves on the west wall |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-129365 | To fix the relay on RC2-13 in Room PA-154 Scene Shop. It's one of the outlets on the mainstage linesets. Jeremiah is aware of it but asked us to put in a work order. <br> (Info relayed by Ariana Burrell in PA) |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 127 - Mens's <br> Restroom | 14221-129359 | LLR 1st Floor - Men's Restroom: Toilet in handicapped stall is clogged. |


| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 125 - Corridor | 14219-121844 | May we have numerous framed posters mounted along the COMM 125 corridor? |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 19 - L SCI/MATH/COMP |  |  | 14221-129346 | Air temperature around the labs since morning has been around 77F and have started to rise as the day has gone on. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-129444 | The swale/drain next to the sink behind Zoo 2 is backed up. Please take a look to see if it can be cleared. Thank you. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 120 - IT Shop | 14214-129364 | LLR 1st Floor (Outside). Please empty the recycle bin outside the LLR 1st Floor by the IT area. It is full again. A forklift will be required. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-129411 | We are done with the dumpster. It can be picked up anytime. Thank you! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-128738 | A new PT staff member, Andrew Anderson, needs a cyberkey. Pleasee see attached key request form. Thank you. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-129243 | Request for Key for Benjamin Scotti, ID\#: 900777133. |
| Moorpark College | 30 - MPHS TR 1-2 | Floor 1 | 1 - Moorpark High School | 14230-127742 | Please meet with Principal Shirleen Oplustic to discuss where the refrigerator and warmer are going to be located, thanks! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 104 - Office Service | 14221-129283 | there is a coffiee pot and microwave that need to be disposed of since they no longer work (see Bonnie if you have any questions) |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-129341 | Investigate and possibly install cords on the light posts along the front road (3). Spoke to Jeremiah about the project. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-126462 | Request Cyber Key for Access to the VRC Front Door and Counseling Offices inside and outside doors. For: Benjamin Scotti, 900777133 , Provisional. Request has been approved by Johnny Conley, Director VRC. |
| Moorpark College | 3-GYM |  |  | 14222-129527 | Please update cyberkeys for Ramon Kirkland and Cary Morgan. See attached list - updates are in red |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 200 - Corridor | 14221-129466 | The sliding glass doors won't open. You can hear the sensor click something when you walk up but door doesn't open. |


| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 203-Class Lab | 14209-129544 | Please repair the entry door lock for classroom PS-203. Currently, the door lock cannot be set into the "locked" position. A properly programmed cyber key can be inserted into the door key receptacle, and then the key can be turned in either direction. However, the door will not lock no matter how many rotations the key is turned (in either direction). At present, the door is unlocked and it cannot be locked. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-129580 | Please deliver 1 case of paper to Kris Romero, thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102A - Storage | 14207-129676 | The kitchen light closest to the door is blinking and looks like it will go out soon. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 105 - Student Resource Area | 14208-128796 | Perform lighting maintenance on suspended perimeter fixtures in student resource area. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 212-Read/Study | 14214-129686 | A ceiling panel has been removed in study room 212, it is in the study room. |
| Moorpark College | 51 - EATM BUILDING | Floor 1 | 121 - Restroom, Women's | 20135-129691 | The women's restroom has been out of soap for over a week now. If the dispensers could be refilled, it would be much appreciated. Thank you! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-129737 | A faculty member, Adriane, needs some rooms added to her cyberkey. Request form attached. Thank you. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 201G2 - Read/Study <br> Room | 14214-129727 | LLR the second floor second set of bookshelf has some wood peeling from it, it's marked with blue tape. Maybe glue it back before it's damaged more. Photos are attached. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 137 - Lab Prep | 14209-129702 | Please deliver 15 boxes SMALL Nitrile gloves. Thank you. (2021-11-03 16:38) <br> Please deliver medium. Thank you. (2021-11-04 10:06) |
| Moorpark College | 3-GYM | Floor 1 | 103 - Meeting Room | 14222-129721 | ceiling tile fell in GYM room \#103 please put back into the ceiling. |
| Moorpark College | 100 - Grounds | Floor 1 | 2 - Parking | 20679-129700 | Please set out 2 long tables and 4 chairs at Solar Village for the Outreach Campus Tours event taking place tomorrow, $11 / 4 / 2021$. Please set up before $3: 30 \mathrm{pm}$. (2021-11-03 15:46) <br> I'm so sorry for the last minute request. We thought we had sent it. We appreciate you guys! (2021-11-04 08:28) |


| Moorpark College | 3 - GYM | Floor 1 | 125 - Equipment Office | 14222-129767 | Please remove access to G-124 Wet Room (both doors), G125 Equipment Office, G125B Laundry, G-126 Training Room (both doors) from the head coach's cyber keys. I am aware that they will not actually lose access until they redock their key but it is a start. By the way, they do not know this is happening but they are abusing the access and the employees working in those areas are fed up with things disappearing. <br> - John Barry <br> -Adam Black <br> - Jake Gwin <br> - Aaron Hedland <br> - Keith Higgins <br> -Traycie Kephart <br> - Lindley Kistler <br> - Kenny Plummer <br> - Mario Porto <br> - Mike Stuart <br> -Will Thurston <br> - Kai Werring |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 209 - Women's <br> Restroom | 14214-129722 | The women's room has several lights out. |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213M - Office | 14212-129786 | Instructor Burns needs update to cyberkey please. For both the outer door and the office door. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 101 - Library | 14214-129723 | LLR first floor bottom of stairs there is lights out |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 108 - Men's Restroom | 20145-129486 | Hello! We just got a report from one of our teachers that the fan in the men's restroom is making a very loud noise, louder than the usual hum. If anyone is available to take a look at it, we would greatly appreciate it. Thank you! (2021-11-01 11:28) <br> UPDATE: The lights in that restroom have gone out and won't turn back on again. The fan was still making so much noise, we decided to turn it off and put a sign on the door in the meantime. Thank you! (2021-11-01 13:32) |


| Moorpark College | 21 - MPHS TR 3-4 | Floor 1 | 3 - Moorpark High School | 20152-129487 | Hello! The teacher in TR 3 reported that what appears to be a sensor has fallen from the ceiling and is now dangling by a wire. If anyone is available to take a look at it as soon as possible, we would truly appreciate it. He is teaching a class at the moment, but they can move to another room if the repair requires space. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-128653 | Please have Nathan Roth install a forced air heater in AMC 04. He is familiar with the denboxes and system. Please refer questions to Cindy WIIson (805) 794-5801 |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-128606 | Build a frame for an aluminum Clarence graphic (similar to the tiger ones Nathan built) to be used during construction. Thank you |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 219 - CLASSROOM | 14208-126672 | Counselor, Courtney Swink, is in Classroom FH219. There are no blinds for the large window. Is there some sort of covering she can use or have blinds installed? |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-124057 | Please install a catch cage for the Blue \& Yellow macaws, enclosure PAR 18. Estimated size 4'x3.5' or 4'. Please make the current enclosure door taller and wider as well. Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 122 - Mens Restroom | 14208-129724 | Fountain Hall first floor men's room toilet will not flush and is leaking. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 224 - Women's Restroom | 14208-129725 | Fountain Hall second floor women's room has a toilet leaking. |
| Moorpark College | 15 - EATM NUTRITION L | Floor 1 | 1 - Animal Food Prep | 20137-129726 | Check to see if a hydration station can be added to the back of the zoo (around commissary/treatment room) |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213M - Office | 14212-129787 | Please install a nameplate for the office: <br> Brian Burns <br> Professional Development <br> Thank you!! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102A - Storage | 14207-129809 | Hello, The garbage disposal is out in the kitchen. Nothing happens when the switch is turned on. Thanks! |
| Moorpark College | 28-SSSP |  |  | 20140-129360 | Entrance to FYE (SSSP) steps to staff entrance needs repair. Top layer of step came off in the rain. Also if we could please have someone inspect the ramp to our other entrance to the same building. Thank you! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-129837 | The water lixits in HST 06 and 04 are slowly overflowing. Please take a look to see if it can be fixed. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{aligned} & 102 \text { - RECEPTION } \\ & \text { AREA } \end{aligned}$ | 14215-129561 | The front door gets stuck when it is unlocked with the buzzer behind the counter. |


| Moorpark College | 1 - ADMINISTRATION |  |  | 14207-129342 | ADMIN AND POLICE STATION FLAGS NEED TO BE REPLACED VERY WEATHER WORN AND TORN |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | $202 \text { - Class Lab, }$ <br> Anatomy | 20143-129308 | Could Custodial please come by to clean the floor in this lab room? Thank you. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-129245 | We have purchased new Decals for the front entrance door and the doors facing the Outdoor Stage. Johnny Conley is requesting that these door be cleaned. Or painted if necessary. Thank you. <br> If you already received a previous request, please cancel this one. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 153 - Office Service | 14207-129195 | Location is actually the check in pods in the upper parking lots. A stairs, FH ramp, LMC stairs. Could we have the pod floors cleaned please, thanks! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 109-Class Lab Service, Nursing Skills Support | 20143-128605 | The paper towel dispenser in the 6 bed lab is empty and needed it refilled. Can we please have someone fill it? <br> Thank you, <br> Marcela |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 142 - Shop - Copy | 14210-129897 | Repair water leak |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-129733 | Install CAT6 to Vault area in Records |
| Moorpark College | 15 - EATM NUTRITION L | Floor 1 | 1 - Animal Food Prep | 20137-129766 | Please hook hydration station |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 203 - Police Training Room | 22599-129795 | Install 2 AED's |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 213D - Office | 14212-129971 | Replace desk with desk without drawers |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-129949 | remove 2 file cabinets (they are marked) |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 124 - Workroom, Faculty | 20143-129873 | Professor Christina Lee's cyber key which is a chargeable key is not working correctly. It continues to beep even when it has been fully charged. Is there a way she can get a new one please? <br> Thank you <br> Marcela Hernandez |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-129937 | Could we please have another dumpster? We are unpacking another large order and have a ton of boxes again. <br> Thank you! |


| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 206 - Office | 22599-129981 | All the wall clocks in the office need to set back 1 hour. (2021-11-09 08:53) <br> Cancel Request. Clock just fixed itself. <br> (2021-11-09 08:58) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-129978 | Please add room A-133 to Cyber Key for Winter Dainard900876406, wdainard@vcccd.edu. Please do not change her other access rooms. This is only a add on to her key. Please call me if you have any questions. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 204 - Classroom | 14231-130000 | Please see attached cyber key access request to add classrooms. <br> Thank you! |
| Moorpark College | 28 - SSSP |  |  | 20140-130001 | Stephanie currently has access to entire FYE bungalow, could you please add access to all interior and exterior doors of the International/CHESS bungalow next door. Thank you |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-130046 | The dumpster can be picked up anytime - thank you! |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 155 - Trash Enclosure | 14215-130010 | There is more trash in front of the enclosure that needs to be hauled. (Thank you for taking care of this so super fast yesterday!!!) |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 118 - Classroom | 14212-129985 | Please deliver more antibacterial wipes to this Classroom; all are already gone. <br> Thank you! |
| Moorpark College | 79 - Field House | Floor 1 | 3 - Trainer Room | 30701-130016 | Tommy broke the outside door leading into the training room |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-129849 | The heat pad for enclosure REP 25 for the tortoises at the front of the zoo is not working. We want to change it out but the cord goes underneath the denbox and we are unable to access the plug. Please remove the current heat pad, and if possible make it accessible for students to be able to switch out the pads when necessary. Thank you. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 232 - Division Office | 14231-129819 | Several key requests for several buildings in attached spreadsheet. |


| Moorpark College | 73 - EATM GREENHOUSE |  |  | 28678-129796 | Lights not working in following areas: <br> Parrot Sink (near Zoo 2 Classroom) - under structure and on side of structure. <br> Backstage - followed conduit and switch appears to be inside greenhouse. Does not turn on even with evidence of power to the area. <br> Pole Light above breaker box in Greenhouse/Tool Shed Area - briefly checked circuit breakers, all appear to be on. Did not mess with breaker box to much. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-130100 | Winter Dainard, 900876406. wdainard@vcccd.edu, needs another door access to the Health Center. This is the reception area door, it doesn't have a door \#. She does have access to the front door. Can you add access for her. Please let us know if you have questions. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-129649 | New steps made for the coyote enclosure. Please see Gary Wilson for details x4634 |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-127643 | Please build a new corner shelf for the raccoon enclosure. The edges need a metal cover to prevent chewing. Please talk to staff Taiki for details. Thank you. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 204 - Class Lab, Microbiology | 20143-129643 | The timer of the goggle cabinet in HSC 204 does not work. Is it possible for the electrician to take a look? Lan Nguyen (ext. 4779) would be the best contact. Thank you. |
| Moorpark College | 16 - ZOO CLASSROOM |  |  | 20154-130164 | Can you please install a manual drain in the arena pool? |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 -Zoo | 20154-130183 | The misters for enclosures AMC 15 \& 16 are either clogged or not working. One has a small trickle but others are not letting any water out. The misters for AMC 17 and 18, which are connected to the others are working fine. Please take a look to see what the issue is. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-130186 | A faculty member, Adriane Stefansen, needs a couple of doors added to her cyberkey. Request form attached. Thank you. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 312-Office | 14214-129941 | Dean Garcia's key is completely dead and no longer chargeable. Please repair/replace for previous access. <br> Thank you! (2021-11-08 16:20) <br> I forgot to mention that I will put the key in the M\&O mail slot by 5 p.m. today. <br> Thanks again! (2021-11-08 16:21) |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 104 - Office Service | 14221-129573 | Please paint LMC 104 and 109 |


| Moorpark College | 8 - APPLIED ARTS |  |  | 14211-130241 | The two AA-Kiln area doors have floor pegs that don't move well. When trying to move they are stuck. Hole in cement could be enlarged and mechanism could be lubricated. See attached image. Please fix. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-125596 | Could we please have the exterior of our two front doors for FYE Student Services Annex and the single door for the CHESS/SYE Annex scraped/cleaned off and painted. We are having new vinyl signage arriving in a few weeks. Please contact Claudia Sitlington if you have any questions: 805 5534754 csitlington@vcccd.edu |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 137 - Copy Center | 14210-129728 | Please have someone take a look at some ceiling tiles, a few holes in the walls and a few places that may need to be patched and painted, thanks! |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 211 - Classroom | 14212-130252 | On Saturday, Nov.20; Friday, Dec.3; Saturday, Dec.4-please turn on the air 8am-3pm AND please unlock the restrooms. <br> Thank you! (2021-11-15 09:52) <br> BOTH: T-211 and T-212 (2021-11-15 09:56) |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 110 - Class Lab, <br> Multi-Bed Skills | 20143-130245 | Please replace the paper towels in the 4 bed skills lab HSC 110 as it is empty.. <br> Thank you, Marcela |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 155 - Trash Enclosure | 14215-129895 | There are a number of items in front of the trash enclosure that need to be thrown away. <br> Thanks!! |
| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-130192 | there are 2 boxes (heavy) books in the bookstore that need to be moved to Sergio Gonzalez;' office in Fountain Hall. He cannot move them himself. There are twenty copies of Nutrition by Sizer \& Whitney (9781337906371). Ten per box Please move them for him |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-129997 | Need a podium brought up for the Tiger Groundbreaking Ceremony on Nov. 16th. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 126A - Office | 14207-130295 | Additional key requests. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 222A - Technical Assistance Room | 14214-130047 | The automatic exit door in 222A has been making a loud whistling sound whenever there is wind outside. The weather stripping at the top of the door seems to be loose or worn. |


| Moorpark College | 51 - EATM BUILDING |  |  | 20135-130380 | Perform lighting maintenance on exterior recessed can lights using scissor lift. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-130108 | Can you please transport 50 chairs from Associated Students stock to the front of Zoo1 by Monday (11/15) afternoon or Tuesday morning (11/16) before 9:30 am |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-130364 | The drain in the corner of Ira (lion) enclosure in Maintenance area is backed up. Please see if it can be unclogged. Thank you. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233 - Class Lab Service | 14221-130372 | May I please request a delivery of 6 boxes of N95 face masks to the lab techs in LMC 233? To be paid for through HEERF funds, if that's still possible. Thank you. |
| Moorpark College | 1 - ADMINISTRATION |  |  | 14207-130350 | Please deliver 2 tables to the Lab LINQ testing site. Ramiro Hurtado <br> knows about this request. <br> If you have any questions please call us. |
| Moorpark College | 79 - Field House | Floor 1 | 1 - Meeting Room | 30701-130199 | There is a Smart TV Located in CCCR that we were told is no longer being utilized. May we move it to the field house by the stadium in order to give our teams a place to watch film? |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 149 - Print Shop | 14219-130369 | Please remove boxes from office, photo attached. Boxes will be tagged for removal. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-130439 | Request for Geoff to move a two-drawer filing cabinet from storage to PA Scene Shop - per Brian Koehler. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-122808 | Please put in a 120 v 20 amp quad receptacle in PAC 154 for our combination miter saw, shop vac and other plug in tools. Also we need to add a 208V 20 amp circuit on the east wall so we can plug in our table saw. I have informally talked with Jeremiah about this and he said this would be a really good time because the room has been emptied so they can put in a new floor next week, actually August 9 to 17. <br> Thanks, <br> Mickey <br> Roy Mickey Howell <br> 805 378-1468 work <br> 805 428-7815 cell |


| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-130458 | Door Lock is jammed/stiff and key will not unlock the door. Location: AA-124, West door on the side of the classroom with just one exit. Requested by Emile Carroll |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 108 - Office | 14218-130446 | Request for 15 packages of alcohol wipes to be used in the Dance Studio to wipe down equipment and common surface areas after each use. Please deliver items to Robert Salas's office, PA-108 |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 101 - Office | 14218-130444 | Request for wristbands for campus screeners to use this weekend for music concerts scheduled in the Main Stage Theater, PA-149. <br> Please deliver 600 wristbands to the Box Office, PA-101 Thank you, Krista |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-125940 | Yellow caution lines need to be repainted on the stairs next to the aviary and the curb in the picnic area |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-130474 | Light shut off for Zoo Lights event and extra outlet added if possible. If we can have the lights shut off by the end of day Thursday that would be ideal. We will be shooting a promo video Thursday night for the event. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102-General Meeting Room | 14207-130254 | I have a frame that needs to go up on the wall. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 129 - Office, Faculty | 20143-129477 | Professor Jamee Maxey is requesting a shade in her window in HSC 129 office. When she is with a student in the office and at the desk the sun shines very bright through the window and it hurts their eyes. If someone can please put a shade there that can go up and down that would be greatly appreciated. <br> Thank you, <br> Marcela Hernandez |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 121 - Computer Lab | 14214-128272 | Roll Up shades are stuck and tangled. <br> Please see about un-tangling the pull string to allow roll down of shades again. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-130642 | One of the toilets in the Zoo 2 building is not flushing. It has an "out of order" sign on the door |


| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 110 - Class Lab, <br> Multi-Bed Skills | 20143-130507 | Our hand sanitizer machines here in the skills lab are getting a little low on gloves and masks. Can we please have them refilled. <br> Please see Christina Lee or Robert Uichanco with any questions. <br> Thank you, <br> Marcela Hernandez |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 118 - Classroom | 14212-130659 | Please add rooms to his cyber key; see attached. Thank you! |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 120 - IT Shop | 14214-130593 | LLR 1st Floor (Outside). Please empty the recycle bin outside the LLR 1st Floor by the IT area. It is full again. A forklift will be required. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-130454 | Please remove pallets located in front of Ceramics classroom, AA-124 |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-130662 | Yvonne Sandoval, Counselor, needs an electronic key to 107A so that she can unlock the office as she is sometimes one of the first people in the office. ID: 900680168 |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-130103 | A new faculty member, Micah Wood, needs a hard key for AA-115. Request form attached. Thank you. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-130334 | Alex Yepez needs a new key - he has transferred in from Ventura College. I have attached the key request form. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 212 - Division Office | 20135-130093 | Faculty member Andrew Kinkella's cyberkey will no longer hold a charge for longer than a day or so. Can he please get a replacement? Thank you. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 108 - Office | 14218-130451 | Robert Salas is asking if he can get his cyber key replaced. He has problems opening his office door all of the time and has stated that others can open it on the first try. He also stated our locksmith has cleaned the key and door lock for him, but he continues to have the same issue. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-129839 | Please reinstall the shelves for the raccoon in enclosure AMC 06 in Maintenance area. Please coordinate with zoo staff to have the animal removed from the enclosure prior to installing the shelves. Thank you! |


| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-130633 | Please install new misters using tubing for enclosures AMC 15-16 \& AMC 17-18 in Maintenance area. Please put the misters along the catch cage (area between the 4 enclosures in the middle) roof 5" away from the doors to AMC 15-18 so that the monkeys cannot grab them. Place misters just along the door side facing towards the enclosures. For any questions or issues, please contact Alisa or Taiki. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-130670 | In the aviary in Delilah's exhibit the turaco heater nearest the entrance is not working. The on/off switch was accidentally broken off and needs to be replaced. Broken switch is on Amanda's desk next to phone. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 134 - Dressing Room/Makeup, Women | 14218-129744 | Secure lamps on makeup tables |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's Waiting Area | 14207-130666 | The automatic door seems to be unlocked but is not opening. |
| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 147 - Lounge | 14210-127296 | Put up 6-8 pole banners for Raider Central (banners will be located in Raider Central, Room 147) |
| Moorpark College | 30 - MPHS TR 1-2 | Floor 1 | 1 - Moorpark High School | 14230-130285 | Hello! The A/C unit for TR 1 \& 2 (shared) has stopped working and the rooms are getting increasingly warm. If it is at all possible, could we have someone stop by and take a look at it? Thank you in advance for your time! |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 143 - Corridor | 14219-131090 | Lighting maintenance in corridors 143 \& 107 |
| Moorpark College | 99-All Buildings |  |  | 24869-130937 | EVENING ATTENDANT CYBER KEY AUTHORIZATION |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-131011 | The ticket booth at the zoo is not opening up. Multiple keys tried. Please fix. Thank you! |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-130938 | Could you please create a key for our new CHESS employee Melanie Csellak. She needs access to exterior doors of both SSSP (FYE) bungalow and International/CHESS Bungalow as well as all interior offices inside the international/chess bungalow. Key request form attached. Thank you! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-131095 | Key request for new AA Admin Victoria Collie |
| Moorpark College | 99-All Buildings |  |  | 24869-130717 | Key (8) MS1 padlocks for Jeremiah to use on electrical vault switches |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 109 - Work Room | 14214-131177 | Please pick up outgoing shipment for FedEx Express (prepaid) from IT Help Desk. Box is destined for Dell from Aaron Kay. The box is white and a copy of the work order confirmation will be taped to it. It should be able to be found sitting on the Help Desk counter. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-131102 | Please deliver 3 cases of paper to Marcela Hernandez, thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 137 - Office | 14207-131105 | There is a sizeable snag in the carpet located beneath the round table. Please advise and thank you. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 200B - Entry | 14214-131101 | The interior sliding door is making a loud click sound when it opens. It also sometimes swinging open. |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-131182 | Could we please have a 2 drawer filing cabinet moved from the open area of SSSP (FYE) bungalow to next door office 104 in the international/CHESS bungalow. The cabinet was emptied and is located outside between offices 106 and 105. |
| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 107 - Men's <br> Restroom | 14210-131233 | sink is clogged and won't drain. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 333 - Women's Restroom | 14231-131237 | Two lights out over the stalls in the third floor women's room. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 226 - Men's <br> Restroom | 14214-131239 | men's room second floor LLR first stall sounds like continuous running water. |
| Moorpark College | 46 - PE ANNEX | Floor 1 | 101 - CONFERENCE | 14224-131316 | Repair door to Football Office that is hitting the bottom of the jamb and will not allow the door to close or latch in. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 243-Men's <br> Restroom | 14216-131317 | Repair lock on 2nd Floor Men's Restroom that will not lock |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 128 - Office | 14209-131183 | C. Steve Joiner, 900547187, reports his cyberkey has stopped working. He charged, docked and cleaned the key but says the key does not work on any of the doors. If a key exchange is needed, Steve is in his office, PS 128, T/Thr 9:45 to 11:45 a.m. He can be reached at csjoiner@vcccd.edu. Thank you for your attention. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-130998 | Please replace the board that is attached to the corral bars by the lixit. The animal has chewed on it and now has a large hole. The wood will need to be painted. If the donkey needs to be moved in order to install, please coordinate with zoo staff. The board is $4^{\prime} \times 7$ '. |


|  |  |  |  |  | Can you please help remove a shelf from Nova bobcat's <br> enclosure in show? Several screws are rusted and stripped <br> preventing students from taking it down. See Amanda or <br> Jenn with questions. |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office |  | $20134-131130$ |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 137 - Performer's <br> Restroom, Men | 14218-131511 | Handle on the inside of the men's restroom came off. (Handle in Roy M. Howell's office). |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16 - ZOO CLASSROOM |  |  | 20154-131530 | Troubleshoot and repair all heating lamps out. |
| Moorpark College | 3-GYM | Floor 1 | $\begin{array}{\|l} \hline 108 \text { - Wom'n's } \\ \text { Restroom } \end{array}$ | 14222-131234 | four faucets in the women's gym restroom are not working. \# 5,9,10,11 |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 217 - Class Lab | 14221-131402 | Where: LMC 216, 217, 233 <br> What: Move back some refrigerators to original rooms Note: Coordinate with Mary Swenson or Edwin Leung for details. We need some notice to empty refrigerators before moving. <br> Thank you, Marcela |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-129249 | We have purchased Door Decals for the two outside doors for the Student Success/First Year Experience Office. Please clean the doors, or paint them. The POC for this work is Claudia Sitlington, ext. 4754. Please call her before the work is started. Thank you |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-131581 | Original request dated 1162021 - new key received by Alex Yepez; however, it does not open FH120-can you please reprogram that? |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-131279 | The Genie scissor lift in PA-154 is due for maintenance. Please also look at the battery charger to see if a replacement is needed. <br> Requested by Mickey Howell: rhowell@vcccd.edu |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{aligned} & 102 \text { - RECEPTION } \\ & \text { AREA } \end{aligned}$ | 14215-131231 | Please pick up and shred a box with documents labeled 'to be shredded'. Thanks!! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 216 - CLASSROOM | 14208-131627 | Repair lock that is not unlocking per text from Eric Lopez |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 150 - Lounge | 14210-131628 | Kristen Robinson emailed saying that main doors into the Student Activities Office will not lock. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-131583 | White truck back left tire has been low for several weeks. Tried topping off with air multiple times, does not hold. Can you check the tire? |


| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-131665 | Where: LMC-233 <br> What: Pick up 36 old laptop batteries for recycling <br> Note: On lab's benchtop in labeled box. Weight about 3040 lbs . <br> Mary Swenson |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's Waiting Area | 14207-131558 | I need 3 six foot tables for Wednesday, December 8 at 2:30 p.m. please. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{aligned} & 132 \text { - MULTI- } \\ & \text { PURPOSE } \\ & \text { CLASSROOM } \end{aligned}$ | 14215-131343 | Unlock CDC exterior doors to classrooms \#132 \& interior door to \#127 |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-130327 | Please set up 3 long banquet tables against the window and 10 round tables towards the center of the room for a student event on Wednesday 11/17/2021. Please have the tables set up by 10am. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 207-Class Lab Service, Lab Prep | 20143-130008 | Could Custodial please come by to clean the floor in the annex area of HSC 207, right outside of HSC 209. The floor is stained with wheel marks. Thank you. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 230-Office | 14209-131591 | Melissa Johnson reports The crackly noise in PS230 seems to be getting worse. She thinks it's an HVAC issue, not the lighting. With the heater on most of the time, it makes a fairly loud noise. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 107 - Dance | 14218-131661 | Dance faculty have reported that the cyber lock on the main entrance, double doors to the Dance Studio, PA-107 will sometimes spin when trying to lock and/or unlock the doors. <br> It has happened a couple of time in the last week for 2 different staff members who had to leave the doors unlocked over the weekend. |
| Moorpark College | 12 - MUSIC | Floor 1 | 124 - Office | 14217-131600 | Need keys for 2 display cases in music building. There is one right outside of $\mathrm{M}-120$, and one right outside of $\mathrm{M}-124$. Please leave keys on Brandon Elliot's office desk once finished, thanks! |
| Moorpark College | 5 - FACILITIES MAINTENANCE | Floor 1 | 107 - Men's <br> Locker/Restroom | 20156-131720 | Lock up custodian reports the F,M \& O men's room is difficult to lock and the break room door is difficult to lock as well, the door exiting to the M\&O parking lot. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 119 - Women's Restroom | 14209-131719 | PS bathrooms two on the first floor and two on the second floor. Lock up custodian is reporting the locks are difficult to get to work and secure the restrooms. |


| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 129A - Men's <br> Restroom | 14221-131718 | LMC restrooms locks are no functioning correctly reports the lock-up custodian. He says this is for all four bathrooms two on the first floor and two on the second floor. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-131597 | Wall socket short circuit (on the wall with the Banner printers) needs to be fixed. And on the same wall we need the power and ethernet cables extended into the vault with wall sockets installed. <br> Also, we cleared two large filing cabinets and removed them to outside the east facing doors of the building. These are no longer in use and can be repurposed or disposed of in whatever manner M\&O does that kind of thing. |
| Moorpark College | 27 - PERFORMING ARTS | Lobby | 200 - Black Box Control Booth | 14218-131440 | Please replace the florescent light in the Black Box Control Booth, PA-200. The florescent panel on the right hand side is out completely. (Requested by Ariana Burrell x4751) |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 139 - Meeting Service | 14207-131217 | 1. Remove pull out keyboard tray from under desktop. <br> 2. Adjust top shelf on book case up one notch. There appears to be some sort of plastic inserted to hold shelf screw in place that does not permit me to adjust the shelf. <br> 3. Hang picture above bookcase. <br> 4. Encase network cable against wall for safety and neatness. <br> The best time would be Thursday, December 2nd between 7:30 and noon since I will be the only one in our office. <br> There will not be anyone in our area on Friday, December 3rd. <br> Otherwise Monday-Thursday the following week after 7:30 a.m.. |
| Moorpark College | 100 - Grounds | Floor 1 | 1 - Parking | 20679-127745 | Please add shade to prevent overcast of lighting from the A, AA and possibly B parking lot lights along Collins Drive. See John for further details. |
| Moorpark College | 3-GYM | Floor 1 | 112 - Office | 14222-131853 | It takes 20-30 minutes to unlock Matt Crater's office door. All of us strugle to open the door. Can someone check it out. Thank you. |


| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146A - Meeting <br> Room | 14210-131802 | Wendi Baity needs CCCR 146A\&B room access added to her cyber key. Please see the attached key request form. Thank you! <br> (2021-12-10 13:58) <br> My apologies. I entered the wrong employee ID number. <br> The correct number for Wendi is 900536435 . Thanks! (2021-12-10 14:07) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 132 - Sculpture | 14211-131595 | ...and various other rooms on campus for CyberKey and Padlock key request. Spreadsheet dated $12 / 7$ is attached. Please advise where Arianna Arias may pick up the keys. Thank you, Jason. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-131622 | Please see the attached Excel sheet regarding the request for 2 cyber keys. 1 for Julie Dunn and 1 for Jessica Barbee. Both are new PT nursing faculty. <br> Thank you <br> Marcela Hernandez |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 232 - Division Office | 14231-131889 | Key request attached. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 153 - Corridor | 14218-131812 | Lighted exit sign above the door in the 153 corridor that leads out to the 130 corridor is not lit - Photo attached. Requested by Ariana Burrell. |
| Moorpark College | $28-$ SSSP | Floor 1 | 100 - open office area | 20140-131573 | Could we please have some name plates created for our offices in SSSP bungalow and CHESS/International Bungalow? I've attached a doc with the names and titles of staff. All offices have the older style plate that looks like the inside could be changed (jpg attached of example) with the exception of Xilen's which doesn't have any plate. Her office is supposed to be 103 which is missing entirely. Please contact me if you need any additional information or clarification. Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 104 - Office Service | 14221-131692 | need paper towels in the workroom |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-131908 | We have a light out in Admissions \& Records, FH 116D. When someone has time to come and check on this for us, that would be great. <br> Let me know if you need any more information from me. <br> Thank you, <br> Kathy |


| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-131782 | If one is available, could we please have a dumpster delivered to the library on Thursday, December 16th? <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 106 - Class Lab, Lab Control | 20143-131645 | Per Armine Torabyan, please remove bulletin/white board (pictured) that is currently on the wall to the right of the "IMAGE PROCESSING 106-C" sign and replace with new bulletin board ordered and received. The board is currently in the warehouse ready for pick up by whomever is installing it. If you have any questions when you arrive, you may contact myself, Armine, or Robert Darwin. |
| Moorpark College | 3-GYM | Floor 1 | 105 - Office | 14222-132092 | I have a box of shredding in my office. I do not need the box back. <br> Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-130929 | Per faculty member Gerry Zucca: "Cut three 4x8x3/4" plywood into approximately one foot squares. They don't have to be exactly 1 'x1'. A little less due to saw width cut will work fine. I would like to have these pieces of wood by January 10th, the beginning of classes. I can buy the plywood and drop off at M\&O anytime next week." Gerry's email address: GZucca@vcccd.edu |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-132061 | Please deliver 1 case of paper to Kris Romero, thanks! |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 104 - Class Lab | 14209-131556 | Per Bryan Burland, Chem Lab Tech, please deliver 6 waste disposal bins and place them in their usual spot next to the fume hoods in PS 104. Thank you. (2021-12-07 10:02) <br> Bins for Chemical Waste. (2021-12-15 11:16) |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 110B - Office | 14208-132195 | Change to Trevor Hess' key access. I have attached a key request form. He should maintain all previous permissions and add Fh 110 B to his key |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-132215 | The hot water heater at the parrot sink behind zoo2 is not making hot water. Can you please look at it/fix it? |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 137 - Office | 14207-132247 | Please pick up box of paper to take to recycling bin. Thank you. |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 116 - Admissions \& Records | 14208-132171 | Two file cabinets were cleared of all records and removed from the A\&R vault. They are outside the east facing doors. Please have them removed for recycle or disposal assuming no other office has need of them. Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-132128 | Please pick up the filing cabinet we borrowed from the Warehouse to use as a prop for performances. It is sitting on a cart just inside the external rolling door of the PA Scene Shop, PA-154 (per Brian Koehler). Thank you !! |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-132017 | Wendy Berg will be moving out of her office in FH 12 OH on $12 / 20 / 2021$. She has boxes of personal items that she will need help with moving to her car. Can she please have someone help her with this, and should she call when she is in the office? She will arrive around 10:30 am |
| Moorpark College | 3 - GYM | Floor 1 | 112 - Office | 14222-132090 | Please have a wall file outside of Matt Crater's office door. <br> The wall file is in Leanne's office. <br> Thank you. |
| Moorpark College | 3-GYM |  |  | 14222-132265 | Please fix the lock - it takes 5-10 minutes to get the door unlocked <br> Thank you |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-132315 | Electrical outlet behind tiger enclosure is open and wires are exposed. It is covered by a bucket right now but should be looked at before the rain starts. <br> Thanks! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-132342 | The sign on the door needs to be remounted to the outside of the door on LMC \#137 |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 104 - Class Lab | 14209-132336 | Chemical waste is ready for disposal and pickup in PS 104. Attached is a list of what is in each bin. Thank you. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-132666 | Pool in the aviary will not drain. The drain on the outside cannot be opened. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-132559 | Someone tagged the concrete and wooden post at the zoo (darn hoodlums!) Can you please advise as to what we can use to remove? Picture attached |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-132681 | Please check the thermostat in the commissary freezer. It is reading very high (around 74 degrees) but the freezer seems to be working normally. |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 103 - Office | 20134-132138 | Program (2) remotes for EATM vehicles for the main drivethrough gate |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 3-GYM | Floor 1 | 123B - Men's Locker <br> Room Showers | 14222-132053 | Men's locker-room bathroom door will not lock, custodian says the lock needs work. It's next to G-125 |
| Moorpark College | 49-ACADEMIC CENTER | Floor 1 | 101 - CLASSROOM | 14231-132785 | Please see attached to add locations to one faculty member. <br> Thank you! |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-132855 | Could you please grant access to all exterior and interior doors of the International/CHESS Bungalow and FYE (SSSP) Bungalow to Chanae Wami (900886991). Key Request form attached. Thank you. |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-132895 | Could you please grant William Martinez access to all interior and exterior doors of SSSP (FYE Bungalow) and the CHESS/International Bungalow? They already have a key in their possession. Key request form attached. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-131803 | Tracie Bosket was issued an AD key, but it does not get her into the AA building where her office is located. She also needs access to three rooms on the lower level of the library. <br> She had lost her key, and the new key was to be a replacement. She will need the same level access as before. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-127823 | Staff member Tracie Bosket received an AD key. However, the key she needs is an AA key. Should she send down the AD key now? And can an AA key please be created for her? Thank you. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-132764 | Water bubble in the ceiling in the waiting room. We had reported a bubble before winter break; however, it has gotten significantly bigger. |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-124174 | Build enclosures and walkway. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-132876 | Can you please remove the steps inside of spider monkey Inca's enclosure? Cindy spoke with lan about work order, please contact Cindy with questions. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-130089 | Build bird heat boxes for the new parrot enclosures |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-131917 | Please see attached file which lists faculty and staff whose cyber key needs access to LLR 124 \& 126 in addition to what they already have access to. Thank you. |


| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 206 - Classroom | 14231-132001 | and various other buildings and rooms for CyberKey request. Spreadsheet dated 12/15/2021 is attached. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 109 - COmputer Lab | 14219-132253 | New Multimedia faculty, Ivy Lovett, needs keys for COMM 109 for Spr. 2022 semester, preferably before 1/10. Please see attached Excel doc for more info. Thanks! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-132263 | Spring 2022 Key Requests from Division 129 attached. <br> Thanks for processing! <br> -Kristen |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 205 - Class Lab | 14209-132283 | and various other rooms in PS Bldg. CyberKey request. Spreadsheet dated 12/20/21 is attached. Thank you, Jason. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 222-Lab | 14209-132316 | CyberKey request. Spreadsheet dated 12/21/2021 is attached. Thank you, Jason. |
| Moorpark College | 99-All Buildings |  |  | 24869-132360 | Key request for Division 127 for Spring 2021 |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 201 - Classroom | 14231-132864 | Various key requests for Division 128 faculty - Spring 2022 Semester |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-132879 | we need a power strip replaced ASAP. our fridge and canon printer machine are not working. |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 108 - Men's <br> Restroom | 20145-132849 | Hello! It appears there are no paper towels in any of the dispensers in the men's restrooms. We have napkins in our office for the time being, but would need paper towels restocked as soon as possible. Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-132875 | Edwin Leung writes in an email: <br> We need a waste pick up from LMC 233: <br> - Couple of boxes of printer toner. <br> -2 medium buckets of used batteries (Caution: Very Heavy). <br> Thank you for your help. |


|  |  |  |  | -Pick up and dispose of the non-working refrigerator in <br> micro lab (HSC 204). (The Notice of disposal of Equipment <br> form attached) |
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| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 103 - Office | 14207-133143 | Replace flickering lamps in President's office. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-132700 | In the reptile electrical room a timer (labelled outside LTS) is making a loud noise. When turned off, it continued to make the noise. When turned off at breaker it stopped, and when breaker turned back on made the noise (but was quieter). It sounds as if gears or parts are hitting each other/grinding. Additionally, the life safety and system integrators box has a flashing alert/soft beep, with the message "0001 Local TRBL ACT 14000617 Network class A circuit B failure" This was only noticed today, but students report hearing the beeping and it may have been occurring for some time. |
| Moorpark College | 3 - GYM |  |  | 14222-133222 | new key and key update |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-133153 | The L-shaped drain just outside lion (Ira) enclosure is not draining smoothly, likely clogged. Please take a look to see if it can be unclogged. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 103 - Office | 14207-133106 | A light in President Sokenu's office is flickering. Can someone please come to take a look? Thanks! |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 130 - Corridor | 14218-133298 | A bunch of the ceiling tiles in the hallway (PA-130) got wet during the holiday rain storm. Please check to make sure we do not need to worry about mold developing. The largest water stain is in front of the custodial closet PA112. Requested by Ariana Burrell. Pictures attached. |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 128 - Class Lab Service | 14219-131851 | We put this off until the replacement painter was found... ...can we have the STORAGE CONTAINER at the REAR of COMM building painted the same colour as the building to 'blend in'? <br> Thanks, |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 201 - Division Dean's Office | 20135-133237 | Would like to add a key request for this building and restroom. |
| Moorpark College | 81 - Flexible Learning room 1 | Floor 1 | 1 - Modular | 30801-133280 | Key (5) 1 1/2" shackel padlocks for Jeremiah |


| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 120 - Counselling Office | 14208-133307 | Yvonne Sandoval is now full time and is working in several areas around campus. She needs to have her current key updated to allow her to access - EOPS - SSA107A COUNSELING - FH (EXT DOORS) AND counseling office FH120 and office FH120D <br> I have attached an updated Key request form. Thank you |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 5 - Moorpark High School | 20145-133125 | Hello! We really need 9 more desks in TR-5 for a THA class that starts next week. We currently have about 25 but will need to have a total of 32. Please let us know if there is anything else we should submit and we hope you have a wonderful day! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 200A - Entry | 14214-133402 | The automatic entrance door to the library stopped opening. It is currently set to stay open until fixed. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 165 - Office | 14207-133177 | System clock is spinning |
| Moorpark College | 3 - GYM | Floor 1 | 114 - Copy Room | 14222-133254 | Please move key dock to PE Annex. I realized after charging my key before returning from Winter Break that I had no way of getting in the gym because I could not redock my key before using it. |
| Moorpark College | 3 - GYM |  |  | 14222-133041 | I realized when I returned from winter break that after charging my key on the way in I would not be able to open the gym door to get to my office because the docking station was inside the locked gym. <br> Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 153 - Office Service | 14207-133281 | Make an A126 key for Lynda Dobson so that she can turn on the sliding doors for a film shoot. Need to drop key off to Lynda and show her how the key works. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-133449 | New enclosure signs made for parrot enclosures: <br> PAR06 <br> PAR07 <br> PAR08 <br> PAR09 <br> PAR10 <br> PAR11 |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-132189 | Please build a denbox for the capuchin monkey in Show area for enclosure SAT 01. It will need space to house a heater. Consult Cindy Wilson for specifics. Thank you. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-132665 | New 649 locks needed for animal enclosures-can we get about 6?. Also there is a box of ones that need repair in my office. Thanks! |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 155 - Office | 14218-133349 | Office PA-155 will be re-assigned so we are moving all furniture out and would like to request that the floors be cleaned on Thursday morning, January 13th. (Brian Koehler has spoken to Eric Lopez for prior approval) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 101 - LOBBY | 14208-133048 | Please set up an easy up tent, a table and 2 chairs on Monday by 8am and take down on Tuesday by 4pm. The welcome table will be located between Fountain Hall and the Library. <br> Thanks, <br> AnnMarie McCarthy <br> Senior Administrative Assistant to <br> Vice President Dr. Amanuel Gebru <br> Office of Student Support for Moorpark College <br> Phone: (805) 553-4136 <br> Email: annmarie_mccarthy2@vcccd.edu |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 111 - Classroom | 14231-133019 | Classroom needs 34 desk chairs by Tuesday Jan 11 |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-133648 | The water bowl behind HST06 handle broke off. Picture attached. |
| Moorpark College | 12 - MUSIC | Floor 1 | 106 - Class Lab | 14217-133584 | Please add access to MUS M-106 to Diane Gilbert's cyberkey Let us know when she can redock it. Thank you! |
| Moorpark College | 15 - EATM NUTRITION L |  |  | 20137-133634 | The hose spigot between PRG 07 \& PRG 08 - Maya \& Samantha (behind bedrooms in bushes) is spraying water out of the top on and off nozzle. Causing areas to flood daily. Does not seem to be hose or splitter problems. |
| Moorpark College | 76 - Old Warehouse | Floor 1 |  | 30193-133524 | Please anchor the new propane tank storage rack to the wall next the warehouse next to the other storage racks. |
| Moorpark College | 12 - MUSIC | Floor 1 | 109 - Class Lab | 14217-129305 | meet with Branden about sound proofing to room |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 140 - Class Lab Service | 14219-133831 | Recycle / Disposal of batteries - unsure which request type this falls under. <br> There is a 5gallon drum and about another 1-2 gallons of batteries. I would need to keep the 5gallon drum for future batteries. |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 140 - Class Lab Service | 14219-133833 | Disposal of old electronics that would not be covered by I.T. as they are not computer related. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-133242 | Enclosure \#HST09 (Beaver). Chain link on the dry side of enclosure has rusted leaving a hole the animal can escape from. He can be locked away from it until it can be repaired. |


| Moorpark College | 18 - EATM ADMIN |  |  | 20134-130583 | Put in access cover to allow access to Crane's drain pull but not leave large hole as is currently. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-127375 | The Lion enclosure needs tops or caps fabricated to cover the chain housings that open and close the doors. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-132877 | Sections of the carnivore play yard enclosure are starting to rust/loose integrity ( 2 sections at the base of the fence, closest to coyote). Is still currently secure, but will need repair in near future. |
| Moorpark College | 81 - Flexible Learning room 1 | Floor 1 | 1 - Modular | 30801-133688 | Our faculty member Philip West has a class in the MC Flexible Learning Room 1 this week and does not have access to it. Would you be able to provide him room access. <br> The Class is CRM 30823 M \& W from 4:00pm - $6: 15 \mathrm{pm}$ Please let me know if i can provide any more information. |
| Moorpark College | 83 - Flexible Learning room 3 |  |  | 30803-133814 | Please update both Mike Stuart and Traycie Kephart's cyber keys so that they have access to these rooms for team meetings. Their teams are too large to meet inside the Field House due to COVID issues. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 126 - WORK ROOM | 14215-133858 | There was a puddle of water on the floor of the workroom, and one of the ceiling tiles is wet. <br> Thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-133508 | key request for Deborah Klein, Director of Institutional Advancement and Community Relations from Linda Resendiz for Deborah Klein. |
| Moorpark College | 3 - GYM |  |  | 14222-133234 | Key request for provisional/contract athletic trainer |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 314 - Office | 14214-133525 | Professor Slattum lost his cyberkey in a move and needs a new one, please. Please give him the same access as before. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 123 - Office | 14207-133592 | Key requests, spreadsheet attached. |
| Moorpark College | 49-ACADEMIC CENTER | Floor 1 | 108 - Classroom | 14231-133329 | Instructor moved and lost Cyberkey. Please replace it with a new one and code for AC-108. <br> Thank you! |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-133649 | The cover to his crank (first one as you walk in) is too small for the link on the chain to go through and it hits. Can the opening be widened please. Pic attached |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 122 - Study Room | 14214-133969 | There is a computer cart in LLR 122 that needs to be moved to FLR1. This task will likely be best serviced by a truck with a lift gate. See attached photo of cart. If you want to call me at listed phone number and let me know when you will be here, I am happy to help with this task. <br> Please complete before $1 / 24 / 22$. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | 27 - PERFORMING ARTS | Main Floor | 155 - Office | 14218-133755 | Brian Koehler would like to get a flat file and a smaller desk for the PA-155 office. He can come down to the Green Mile to look at options, if options exist, for what would work/fit best. <br> He would also like to get the old desk from PA-155 taken away (assuming there is a smaller option available) - it is in the Scene Shop right inside the external rolling door. <br> Image attached \& Geoff has been contacted |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-134036 | Email from Marie Ramirez: <br> Hello Jason, <br> I hope you can take care of this request by this email, If not please let know. <br> We are working remotely and I don't have the Request webpage. <br> Elmer Guardado is no longer with us. His last day is today $1 / 20 / 22$. We would like to <br> Give Jessica Fisher the same Cyber Key with the same access rooms if possible. <br> Please let me know if you are able to do this. |


| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 201 - Office | 14221-134003 | Please request a key for Professor David Chilin on a rush basis as he starts on Monday $1 / 24 / 22$. Thank you so much, Marcela |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-133403 | The vervet guillotine from the behlen to bedroom closest to Inca is unable to fully open. It is getting stuck partway. Still usuable to shift animals for now. |
| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-134108 | Please update they keys for those folks listed on the attached spreadsheet. They need additions to their current keys to access new offices - 3 people - Cassy Marcum; Rosa Sanchez; Yvonne Sandoval included on list |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-133980 | Install pig blanket in ferret enclosure. Cord needs to be cut and threaded through the caging. |
| Moorpark College | 12 - MUSIC | Floor 1 | 120 - Office | 14217-134094 | Eff. immediately, please stop spraying down office (M-120). Instructor is only one who utilizes the space, and maintains own cleaning regiment. Current spray chemical used has left a permanent film on computer screens, and damaged/stained several personal items. If M\&O wants to spray down door handles, that's fine. But there's no need for them to spray diploma frames, personal photos, computer screens, etc. Thanks! |
| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-134115 | Requesting a supply of N95 masks. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 108 - Office | 14214-134100 | Please deliver a box of N95 masks for the IT department. Thanks. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 210B - Financial Aid Office | 14208-134099 | please supply n 95 masks 2 boxes |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 144 - Women's Restroom | 14207-134068 | Soap dispenser in women's restroom is either not working or empty although it doesn't appear to be empty. |


| Moorpark College | 45 - CHILD DEVELOPMENT CENTER |  |  | 14215-134085 | On the top of the sandbox in front of the water fountain is an exposed screw that needs to be tightened. <br> a few of the planks on the bench seating area have broken down and screws are exposed. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 126B - Office | 14207-134112 | Please remove chair that has been tagged to return to warehouse. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-133406 | Please deliver 1 case of paper to Obalid Younan, thanks! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 107 - Storage | 14214-133986 | Please empty the large recycle bin outside the IT storage area on the LLR 1st floor. A forklift will be required to move the bin. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 200B - Entry | 14214-133993 | Could the dumpster please be picked up from the front of the library. <br> Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 144 - Student Government | 14210-133461 | Please hang the flat screen TV, located in a box in the MakerSpace, on the back mint green wall as directed in the attachment and outlined by the blue painters tape on the wall. <br> Any questions please contact Clare Sadnik <br> csadnik@vcccd.edu <br> 805-208-7720 |
| Moorpark College | 16- ZOO CLASSROOM | Floor 1 | 101-Office | 20154-132584 | Can you please install a cork board next to the refrigerator? |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 221 - Staff <br> Restroom, Women's | 20135-134351 | The door sticks as it closes, leaving it open to the public. Can you fix it so that it no longer does this? |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 101A - Entry | 14216-134348 | Professor Dombourian needs access to the restrooms, please. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 314 - Office | 14214-134371 | When you have time, please provide our division office with 2 boxes of N95 masks and 4 boxes of surgical masks. <br> Thank you! |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 108 - Men's <br> Restroom | 20145-134370 | Hello! We have been notified that the men's restroom has run out of soap for both dispensers. We have placed a sign on the door to ensure visitors are made aware in the meantime. Thank you! |


| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-134430 | Please deliver 3 boxes of N95 masks to the Teaching Zoo. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-133393 | VRC Decal was placed on entrance Door with it own selfstick glue. Self-stuck glue did not work and Decal came off. Please place decal on door. Decal is in the Vet Center behind my desk. Thank you. |
| Moorpark College | 8 - APPLIED ARTS |  |  | 14211-133588 | Please update Haleh Risdana's smart key ASAP. It isn't granting access to any of the rooms she needs in T or PAC. <br> Please see attached file. Thanks! |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 127 - Entry Lobby | 14218-133589 | Instructor Dennon (Dennis) Rawles needs access to these rooms: <br> PAC lobby entrance 127 <br> Dance 107 <br> Storage 110, 111, 113 <br> He has an older smart key that does not work. Does this require a an updated key? Please advise. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 228 - Class Lab | 14221-134114 | Edwin Leung writes in an email: <br> If I could ask for your help, I'd like to ask to place a work order for a replacement cyberkey. <br> Issue: After about a few weeks of testing, my cyberkey would alarm frequently as if "Low Battery." Battery has been replace about 2-3 times with new ones and redocked. However within a few days it will begin to alarm again. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-134304 | The heater outlet for the new guinea singing dogs (left side) is not working. Can you please repair for use for heaters. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 207-Class Lab Service, Lab Prep | 20143-134624 | Look to adjust the strike and latch on the -80 freezer. Doesn't seem to be pulling the door closed enough. Edwin asked about seeing if something could be done |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 139 - Class Lab | 14221-134578 | The interior door leading into LMC 123 form LMC 139 does not secure even when locked it could be pushed open. Please fix so the door secures properly. |
| Moorpark College | 3 - GYM |  |  | 14222-133996 | Please make name plates - list attached |


| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-133154 | Please create a shelf system in Show area enclosure SAT 06, similar to the one in SAT 07 so the bobcat can move into SAT 06. Coordinate with zoo staff to lock off bobcat on one side. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 226 - Men's <br> Restroom | 14214-134576 | LLR-men's room second floor second urinal from left is leaking from the center of the stem. |
| Moorpark College | 3 - GYM |  |  | 14222-134647 | Please give Adam Black access to G125. As department chair he is supposed to have access to the space. I checked with the Equipment Managers and they are okay with him having access. Sorry for making you put this back on his key. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 108 - Office | 14211-134361 | Michael Ashton has a few items he would like to put in storage this includes a swivel chair and foot rest along with a portion of a desk. <br> Scott Calvin has been made aware of this. <br> Michaels email address - mashton@vcccd.edu, phone number - +18055534671;ext=4671 |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 104 - CLASSROOM | 14231-134579 | AC-104 needs a water stained ceiling tile replaced. |
| Moorpark College | 15 - EATM NUTRITION L | Floor 1 | 2-Walkin 1 | 20137-132211 | The door on the refrigerator is broken. Several work orders have been submitted. It may need to be replaced. |
| Moorpark College | 3-GYM |  |  | 14222-134761 | Please have the air on in the gym from 10-7 on Saturdays and holidays through March. I will let you know if we need to extend this request beyond April 1. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-132745 | check for water leak |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-134664 | We have 2 sets of weight scales that don't work and need to be discarded. Can you please pick them up. We are on campus on today 1/27/22 until 5:30pm and next Wed 2/2/22 $8-5: 30 \mathrm{pm}$. If you are unable please let us know. <br> Thank you:) |
| Moorpark College | 12 - MUSIC | Floor 1 | 122 - Office | 14217-133583 | Please update key fob \#P37X23318-172678 to have access to MUS M-122 in addition to its existing access to MUS M148. <br> If Jason needs the actual key fob to program this additional door access, it will be in Brandon Elliot's (M-120) on a pink sticky note on my desk. |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 120 - IT Shop | 14214-134067 | I have an original model Cyberkey that is working properly, but gives an error tone ( 7 beeps every hour). I have had the battery replaced twice in as many months and I still hear the error tones. Can the key be serviced? If not, are there replacement units available? Thanks! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-134024 | The cyber key hole for the door on the right when facing the Commissary/Nutrition building is broken. It keeps spinning when trying to lock/unlock. Please fix so we can use the door from the outside. Thank you. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-133193 | I need about 50649 keys and 50 649A keys for our first year students |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-134684 | Please deliver 20 boxes of N95 masks to AMC Division office. Thank you! |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | $\begin{array}{\|l} 108 \text { - Men's } \\ \text { Restroom } \end{array}$ | 20145-133763 | Hello! We were just notified that the men's restroom has run out of soap. If someone could refill those as soon as possible, we would greatly appreciate it. Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233A - Lab Service | 14221-133911 | Please deliver of masks to LMC 233 and waste pickup. We are requesting the following: <br> -3 boxes of N95 masks. <br> -4 boxes of surgical face masks. <br> -Waste Pickup: 8 UV bulbs for disposal. <br> Thank you for your help, <br> -Edwin |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's Waiting Area | 14207-134864 | Gabby Chacon, presidents office. 25-N95 mask |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 |  | 14221-134861 | Deliver to Jolie in Access. <br> 45-N95 mask <br> 1-package surface disinfectant wipes |
| Moorpark College | $\begin{aligned} & \text { 45-CHILD DEVELOPMENT } \\ & \text { CENTER } \end{aligned}$ | Floor 1 | 155 - Trash Enclosure | 14215-133928 | Please pick up the trash in front of the trash enclosure. Thanks!! |
| Moorpark College | 18 - EATM ADMIN |  |  | 20134-134812 | EATM Office - Dorothy Belanger's Smart Key is not working in spite trying to charge it with multiple chargers and outlets. Key is in Zoo office - staff can retrieve for you. |


| Moorpark College | 27 - PERFORMING ARTS |  |  | 14218-134848 | Please update Moira MacDonald's cyber key to include the following: <br> PA-200 <br> PA-100 <br> PAC building doors <br> PA-302A <br> PA-302 <br> PA-128 <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | $107 \text { - Office }$ | 14211-134727 | Work Order: Mail Service Caster Box back to the company Location: AA-107 <br> Description: I have a return box in my office, on the green chair, AA-107. Please mail, address is written on the box. <br> Someone at the district approved this item for shipping, so we have to pay for the return shipping. Please charge to the FOAP below. <br> Instructional Supplies and Materials <br> FUND ORG ACCT PROG <br> (3 OR 4) (5) (4) (6) <br> 12801100914100100200 <br> Call me for questions, cell 805-906-0039 <br> Thanks <br> Gerry |


| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 143 - Advanced Illustration | 14211-134720 | Work Order: Install rolling/locking caster stem wheels on 11 tables <br> Location: AA-143, 2D studio <br> Description: We have purchased rolling caster wheels for 11 tables. We would like the existing feet to be unscrewed and the new stem rolling casters to be screwed in. We did this on one of the tables to make sure it would work for the instructors. In the attached image you can see the box of caster wheels (near the door) and the image of the table with the new caster wheels. <br> Please feel free to contact me for clarification or issues. cell 805-906-0039 (Gerry Zucca) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 2 | 217-Class Lab | 14212-134419 | CyberKey request for Su Jin Lee per Robert Cabral email to Katharine |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 204 - Class Lab | 14209-134130 | Updated access for Hadi Darejeh. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 132 - Sculpture | 14211-134050 | Instructor Katrina McElroy needs a key for AA-132. This is for a regular key, not a smart key. Please see attached screenshot. Thanks! |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-134783 | Marc had recently resigned and returned his keys. He has been rehired and will need a new key with access to: <br> Fountain Hall - 120 <br> Student Services Annex - both A and B and all offices within per attached key request |
| Moorpark College | 23 - STADIUM ANNEX1 | Floor 1 | 1 - Classroom | 20147-134332 | please re paint softball dugouts |
| Moorpark College | 99-All Buildings |  |  | 24869-135063 | Update Provisional Custodial keys for Armando Yoguez and Olga Osuna per Eric Lopez |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 233-Staff <br> Restroom/Shower, Unisex | 22599-134975 | Shower has low water pressure. |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 200 - Lobby | 22599-134973 | Filter in the water fountain needs to be replaced. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-134965 | Please fix fluorescent light in AA-124 main studio. Thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-134862 | I am waiting for a few deliveries from Office Depot this week. I am working remotely until Wed $2 / 2 / 22$. Please deliver the packages then if possible. <br> If you can't please let me know. 805-378-1413. <br> Thank you. |


| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 130 - Meeting Room | 20143-135080 | The outlet in HSC 130 conference room that is the closest to the elevator room by the light switch does not have power. If someone can please come and look at it, it would be greatly appreciated. <br> Thank you,I <br> Marcela |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 135 - DEMO <br> CLASSROOM \#4 | 14215-131120 | On the patio of room 4 is a large water table. Per discussion with lan, we would like to have it rebuilt. <br> Thanks!! |
| Moorpark College | 3 - GYM | Floor 1 | 101 - Weight Room | 14222-134926 | Repair or replace Cary Morgan's CyberKey that has lost it's cover. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 121 - Men's <br> Restroom | 14231-135165 | AC first floor men's room the fifth urinal was flushing continuously so the custodian shut off the water. Please repair. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-134769 | Please install a window in the door of the denbox in enclosure SAT 02, similar to how the one in SAT 01 has. Please coordinate with zoo staff to move the animal. Thank you. |
| Moorpark College | 16 - ZOO CLASSROOM |  |  | 20154-123559 | Remove existing electrical riser and install underground concrete box. Install 3/4" PVC, 3/4" GRC and deep strut stands in specified locations to serve enclosures before concrete is poured. <br> Install wiring and boxes as needed after concrete is finished. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 240 - Custodial Closet | 20135-135197 | EATM second floor custodial closet the lock is not working and custodial staff cannot access the closet for supplies and equipment. |
| Moorpark College | 45-CHILD DEVELOPMENT CENTER | Floor 1 | 126 - WORK ROOM | 14215-135143 | The lock to the door is jammed, we can't access the workroom |
| Moorpark College | 27 - PERFORMING ARTS |  |  | 14218-127267 | Install cat-6 into data cabinet and 120 v receptacle in catwalk near roof access area above 3rd floor. |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 203 - Office, Faculty | 20135-133677 | Troubleshoot lighting not staying on. |
| Moorpark College | 79 - Field House | Floor 1 | 12 - Women's Restroom | 30701-135171 | Women's restroom Football Field house the last stall leaks at the valve when flushed. |


|  |  |  |  | Deliver to the Division office in Access.\#127 <br> 40-Surgical mask <br> 40-N95 mask <br> 3-boxes facial Kleenex <br> 2-bottles hand sanitizer |  |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | $19-$ LSCI/MATH/COMP | Floor 1 | 127 - Vestibule W/R |  |  |
| 5-packages hand disinfectant wipes |  |  |  |  |  |
| 5-packages surface disinfectant wipes |  |  |  |  |  |, | Please bring the stack of palettes that Brian Koehler |
| :--- |
| discussed with Geoff up to the PAC Scene Shop. (Image |
| attached). |
| Brian requested the non-blue ones ? |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-135211 | We have 2 spare electronic keys(in case of emergency) that are pretty old (ones that still use batteries) that are both dead now. Can we get those replaced with new ones? <br> Also can we get 4649 locks that are in the style of the 649A locks? That lock design works better in the smaller animal cage latches. Contact me with any questions! Thanks! |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | 12 - MUSIC | Floor 1 | 122 - Office | 14217-135418 | Hello, <br> Please add access to key fobs \#P37X23318-- below: <br> Two key fobs need M-122 added to their existing access. -172623 should have M-143 AND M-122 <br> -172679 should have M-148 AND M-122 <br> **Both fobs are on a pink sticky note on Brandon Elliott's desk. <br> Thank you! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-134982 | The doors are falling off of the discovery stations. Can you please re-install the doors with piano hinges?. The wheel is also missing from one. Photos attached. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 108 - Office | 14218-135487 | Hello, <br> Please update Nancy Ferraro-Paradis' \& Beth Megill's cyber keys to include PA-108. They are subbing for that teacher \& he has ok'd access to his office. Please see attached files. <br> Thanks! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 104 - Classroom | 14216-135589 | Hello, <br> Please update Stephanie Aston's cyber key: <br> - New Add= HSS 104 <br> - Remove FH213 <br> Her key should also have the following Music Building rooms: $105,106,109,114,121,123,141,147$ <br> Thank you kindly! |


| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-135543 | Please see attached to add a room to an instructor's key. <br> Thank you! <br> -Kristen Mc. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE |  |  | 14209-133484 | PS 103, Locker 44, Key 3659 - There is a problem with the lock. PS 107, Lockers 3119 and 3122 - There is a piece of a key in the keyhole that needs to be removed. <br> Locker Keys for 103 \& 107-I have attached a list of all the lockers for these two rooms. We need 2 replacement keys for each locker shown on the list. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 101 - Entry Lobby | 14210-135481 | electrical outlet between the men's and women's restroom the plate is broken and the outlet is not working. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 166 - Office | 14207-135622 | Please make an office name sign for A-166 for Jennifer Beveridge <br> St. Acc't Tech <br> Thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-135662 | Please thoroughly clean Debi Klein's chair. Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-135723 | I wanted to check and see if you received a shipment from Office Depot last week or this week for a wireless keyboard/mouse combo. It shows it shipped on 1/27/2022. Can you please check and let me know. I already sent a message to Office Depot about as well. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-135687 | Please replace the armrests on Debi Klein's desk chair. Thank you! |
| Moorpark College | $\begin{aligned} & \hline 45 \text { - CHILD DEVELOPMENT } \\ & \text { CENTER } \\ & \hline \end{aligned}$ | Floor 1 | 101 - WAITING AREA | 14215-135734 | Re-stock hand sanitizer stands in CDC |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{array}{\|l} 127 \text { - DEMO } \\ \text { CLASSROOM \#3 } \end{array}$ | 14215-135605 | The trash can on the patio to room 127 is broken. May we have a new one? <br> Thanks!! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-135184 | Briefly spoke with Nathan - can we add a lock to one side of Clarence's barn door to prevent him from pushing out of his hot side of the barn? Currently we are using rocks, but Clarence's is still pushing out overnight and temps in the barn are dropping. |
| Moorpark College | $28-$ SSSP | Floor 1 | 100 - open office area | 20140-135004 | Could we please have a name plate moved and some new ones printed? I've attached a doc with details for the SYE/International bungalow and the SSSP/FYE Bungalow. Please contact me if you have any questions. Thank you. |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 133 - Office | 14207-135128 | I have a bulletin board that I need installed above my des on the wall behind my computer monitor. I am here tomorrow until 1:00 if you need to come by and see the space. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101-Office | 20134-135735 | Please bring file cabinet up to the zoo Friday morning <br> Geoff is aware of this request |
| Moorpark College | 5 - FACILITIES MAINTENANCE | Floor 1 | $\begin{array}{\|l\|} \hline 107-\text { Men's } \\ \text { Locker/Restroom } \\ \hline \end{array}$ | 20156-135482 | F, M \& O men's room the electrical outlet is not working. |
| Moorpark College | 3 - GYM |  |  | 14222-135858 | Please have the air on in the gym Monday-Saturday from 8 a.m.-8 p.m. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 100 - VESTIBULE | 14208-135811 | I apologize for the late request, but it was just decided to have Welcome Tables set up next week. If you could please set up an easy up, 2 tables and 4 chairs outside of Fountain Hall on Raider Walk starting 8am on Monday Feb. 14th. and going until Thursday Feb. 17th. at Noon. Thanks! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-135838 | The pool in the aviary AVY 03 for the tortoise has a slow leak. It is not holding water. The drain plug does not seal all the way, but we cannot find any obstruction. Please take a look to see what the issue may be. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-135897 | Please deliver 10 boxes and packing tape |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 201-Division Dean's Office | 20135-135878 | Please deliver 2 cases of paper to the division office, thanks! |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 105A - Classroom Service | 14212-135888 | Please add T105A to Moira McDonald's cyber key. Her Intro to Theatre class is making masks and she'd like to use the storage room to store the students' masks between classes. Thanks! |
| Moorpark College | 49-ACADEMIC CENTER | Floor 1 | 106 - CLASSROOM | 14231-135871 | Lynette Morinini needs update to cyber key for access to her classroom that starts tomorrow - 2.15.22, please. Her class was changed at the last minute so the spring key request has the wrong room-apologies. <br> Thank you! |
| Moorpark College | 49-ACADEMIC CENTER | Floor 1 | 105 - CLASSROOM | 14231-135908 | Tracy Tennenhouse needs update for cyberkey please. <br> Thank you. |
| Moorpark College | 49-ACADEMIC CENTER | Floor 1 | 108 - Classroom | 14231-135911 | Tammy Coleman needs update for cyberkey please. <br> Thank you! |


| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 300A - Corridor | 14231-135919 | Wade Bradford is FT English and has had access to everything until he docked his key this morning. Will you please reinstate his access for all previous rooms and his office AC-328 (which is not one of the options on the list). <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 301 - Classroom | 14231-135949 | Please update Ben Bates' cyber key to include AC-301. He's teaching there this semester, COMM M01. Thanks! |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 303 - Classroom | 14231-135951 | Hovic Gasparyan needs cyberkey update please. <br> Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-135913 | Pickup of glass waste from LMC 233. Box is sealed and labeled for disposal. <br> Thank you! |
| Moorpark College | 23 - STADIUM ANNEX1 | Floor 1 | 1 - Classroom | 20147-134126 | re rope flag pole at football stadium using boom lift |
| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-135962 | Toilet won't stop flushing according to student report |
| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-135961 | Student reports a toilet is constantly flushing and does not stop |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 132 - Sculpture | 14211-135957 | Please provide 1 large push broom each and 2 small dustpan brushes, for the following rooms (AA-132 and AA143). Additionally, please provide one mop bucket with mop for AA-132. <br> Thanks! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-135917 | Please deliver 4 boxes (20/box) of the N95 masks to division office 114. Thank you!! (2022-02-14 12:20) <br> These are for faculty (in classroom and for office hours) and for staff (in the Child Development Center). (2022-02-15 10:01) |
| Moorpark College | $28-$ SSSP | Floor 1 | 104 - Office | 20140-136054 | Hi M\&O, Marc Roaquin recently moved into office 104 in SSSP. Could we please have his desk rotated 90 counter clockwise so that the desk is facing the left wall when entering, and the book shelf moved to the right wall/corner. I've attached an image to show the furniture orientation. If possible, please let me know when the projected move would be so I can coordinate with IT to have his computer hooked up. Thank you. |


| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 301 - Classroom | 14231-135980 | Hello, <br> Can we please have Professor Hovik Gasparyan key updated to include Academic Center, room 303, where my Biol M01 class will be meeting? <br> Thank you so much, <br> Marcela Hernandez <br> (2022-02-15 07:44) <br> Please cancel this request as Christie Rossi already placed this request and the key is working correctly. <br> thank you, <br> Marcela Hernandez <br> (2022-02-15 09:57) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 100 - Grounds | Floor 1 | Quad | 20679-134858 | Hang Black History Banners in Quad. The Banners will be ready on Feb 1st, after 1:00 pm and will be in the Vet Center. For exact placement of Banners, please call Johnny Conley at 805-553-4753 or email at jconley@vcccd.edu. Thank you. |
| Moorpark College | 49 - ACADEMIC CENTER |  |  | 14231-135982 | please provide access to the following individuals to access in the AC building on the 1st floor |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 101 - CLASSROOM | 14231-135989 | Jeremy Kaye says he doesn't have access after docking his key. Please update for AC-101, 103, 106. <br> Thank you! |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 208 - Lecture Hall | 20135-136013 | Please give access on her cyberkey to Audrey Chen to EATM 208. Could you Thank you. Carol Higashida <br> Thank you, Marcela |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 309 - Classroom | 14231-136047 | Kevin Balas needs access to the room for classes |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-136034 | Please see attached Key request form for 3 faculty. Thank you! |


| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 231-Class Lab Service | 14221-136003 | 2 ceiling panels need to be put back in place, please. <br> Note: This is from the vent work done on Fri 2/11. Panels are on cart in room. Belong in ceiling over refrigerator in the room. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-136130 | Hi , it is pretty cold in this office. Is there any way to turn the heat up a bit? <br> Thanks! <br> Victoria <br> Admin. Asst. |
| Moorpark College | 68 - BB DUGOUT 3rd BASE | Floor 1 |  | 28667-135561 | Please build shelves in baseball storage shed per coach Porto's request. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 107-Office | 14207-135689 | reverse door |
| Moorpark College | 49-ACADEMIC CENTER | Floor 3 | 309 - Classroom | 14231-136158 | Please add AC 309 to the existing permission for Esmaail Nikjeh |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 102 - CLASSROOM | 14231-136170 | Please give all of the faculty access to everything :) or, Diane Scrofano needs cyberkey update please. <br> Thank you for doing all of these!!! |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 105 - Classroom | 14212-131762 | Erika's electronic key appears to have died. She charged it and redocked it, but it was dead again the next day. She needs a replacement. Access should be for T-105 and T-115, including the storage closet. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-136012 | The bottom of the door to zoo2 closest to the bathrooms is peeling back and people keep tripping on it. Can you please fix? Pic attached |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-135717 | Need the pressure washer brought up to the zoo on 2/17 to address algae issues in animal enclosures. Work should be completed by the end of day $2 / 18$. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 309 - Restroom, Women | 14214-134891 | Please bring toilet paper for the restrooms - there is none at this time. <br> Thank you! |


| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 202 - Class Lab, Anatomy | 20143-136229 | Please update Professor Maryn Cook's cyber key to be able to access HSC 202. <br> Thank you, Marcela Hernandez |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 123 - Classroom | 14221-136018 | FT instructor, Roza Gabrielyan needs key please. I put this request in a couple of months ago, but I don't see her on the list of completions. She also needs a key to the tech box? but I'm not sure how to request that. I'm putting her in as the contact so she will know when the key is ready for pick up. You can always reach out to me with any questions: christie rossi christie_rossi1@vcccd.edu Thank you!! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 201 - Class Lab, Anatomy | 20143-136234 | Please fix the clock in HSC-201. <br> Thank you! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-135708 | We received a donated refrigerator but the electrical cord is not attached. The plug is taped to the back and the other end is coming out of the back of the fridge. Please take a look to see if it can be attached so we can use it. It is currently behind the main stage next to the other refrigerators. It is a silver Kenmore fridge. Thank you. |
| Moorpark College | 81 - Flexible Learning room 1 | Floor 1 | 1 - Modular | 30801-136273 | ```Rena Petrello 900000677 RenaPetrello@vcccd.edu Math Faculty Fulltime requires access to Flex room 1``` |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 107-Office | 14207-136152 | Remove all tagged furniture and bring up the 2 desks in Raul's shop on 2/22/2022 around 7:30 am. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 200A - Entry | 14214-134889 | Entrance side 2nd floor sliding doors at LLR have been reported to be extremely noisy and scraping. |
| Moorpark College | 28 - SSSP | Floor 1 | 107-Office | 20140-136278 | Hi M\&O, We have a new faculty stationed here in SSSP office 107 this semester. Do you have any plexi barrier partitions they can have for their desk? Thank you. |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-136283 | Please check automatic drinker on llama enclosure in hoofstock area. It is either not filling or doing so very slowly. |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-135493 | Roof on SAT 01 and SAT 02 are rusted and need to be replaced <br> USDA violation |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-136150 | replace electrical and internet face plate |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 100 - Classroom | 14216-136252 | Lights - In HSS 100, the digital keypad that controls the lights does not function. There is no menu and it flickers. The lights do work and I can use the manual keypad (the one that has the numbers on it) to control the lights. Not sure if it's supposed to work. <br> Thank you. <br> Lee Ballestero |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 131-Stair 1 | 14214-136513 | The Tutoring flag bolt underneath is loose and it won't work by just tightening it with our hands. It is currently located at the top of the stairs in front of the LLR Building. <br> Deborah Brackley asked me to put in the request. Please contact her for any information. <br> However, my contact is melanie_weerasinghe1@vcccd.edu |
| Moorpark College | $25-C O M M U N I C A T I O N S$ | Floor 1 | 125 - Corridor | 14219-136226 | As additional students have returned to campus - may we have the SANITISER batteries changed on the WALL MOUNTED unit located near the main entrance of this hallway? <br> Thanks. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 107 - Classroom | 14231-136219 | Can you remove the partition between AC-107 and 106 on Monday and Wednesday from 10AM-12:15PM as Professor Vahe Khachadoorian would like to utilize it. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 322 - Read/Study | 14214-136236 | Per Tracy Tennenhouse: I have three big boxes of old student essay anthology booklets that need to get recycled. I will put a sign that says ' M and O please recycle'. The boxes are right outside the writing center, under the windows. <br> Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 122-Classroom | 14221-136048 | Instructor Neal Stewart needs a regular key for LMC 122. It's a new classroom for him this semester. Thanks! |
| Moorpark College | $25-C O M M U N I C A T I O N S$ | Floor 1 | 150 - Class Lab | 14219-136561 | Instructor Denise Ferraccioli needs a regular key to COMM 150. She'll be teaching there this Friday from 9:30-12:30pm. Thank you! |


| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 122 - Classroom | 14221-136258 | Hi again, <br> August Benassi needs a regular key for LMC122 also. He teaches there Mon.--Thurs, 1-2:15 pm. <br> Thanks! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 122 - Classroom | 14221-136255 | Hi! <br> Instructor Noelle Anderson needs a regular key for LMC122. She teaches there T/Th from 11:30am-12:45pm. Thanks! |
| Moorpark College | 67 - BB PRESS BOX |  |  | 28668-135692 | Please give Michael Grimes a MECHANICAL KEY to allow access to the BASEBALL ANNOUNCER BOOTH (** not sure if this is also considered the BB Press Box?). <br> He has CC'd MATT CRATER - athletics director - and ROBERT MASCARENAS - athletics facilities manager - who have approved access. Please see attached files. Thank you! |
| Moorpark College | 3 - GYM |  |  | 14222-136646 | Please update Mario Porto's cyber key to include this room. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-136656 | We have a new employee Jessica Fisher-We need to add HSS-202 to her key. Can you check if the rest of the SHC staff has this Room access. I will send a list. Please let me know id any questions. |
| Moorpark College | 84 - Flexible Learning room 4 |  |  | 30804-136663 | Please add Flexible Learning Classroom \#4 to Tiffany Pawluk's existing key permissions. |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 102 - Office | 14219-136526 | Instructor Lauren Snowden needs help moving items (chair, computer accessories, boxes of books) into the Forum from her office (Comm-102). She has classes today 2/22 until 4:00pm in the Forum and again tomorrow at 4:00, but should be on campus by 2:00pm. Thursday she has class from 10:00-12:50pm. (2022-02-22 12:37) <br> Lauren contact: 818.397.9325 (2022-02-22 13:41) |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 134 - Dressing Room/Makeup, Women | 14218-136497 | Please remove the stacks of chairs in PA 134. They have been here for a short while and there is no extra room to store chairs outside of what we have (per Instructor H. Risdana). Thanks! |


| Moorpark College | 12 - MUSIC | Floor 1 | 114 - Class Lab | 14217-136257 | Please come to $\mathrm{M}-114$ next Wednesday 2/23 at 12:15pm to pick up a large pile of recyclable paper. Nathan Bowen is working with former orchestra folks as they are cleaning out the library of orchestral scores, and the pile of duplicates is now getting unmanageable and heavy for their trash can. -If you need to schedule the pick up for another date and time, please email Nathan Bowen at nbowen@vcccd.edu |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 136 - Class Lab | 14209-136664 | Please add PS 136 Lab to Molly Hardest-Moore's existing key permissions. |
| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-136660 | Samantha Zaldivar - 900704446 - is reporting that she will be on campus tomorrow and Friday and that her key is not working. She has charged it and docked it to no avail. Can someone please come and check it out? |
| Moorpark College | 99-All Buildings |  |  | 24869-136706 | Please provide Rena Petrello (900000677) with access to all FLR rooms. <br> Rena Petrello (900000677) renapetrello@vcccd.edu - Math Faculty - 8AM-8PM M-F |
| Moorpark College | 2 - BUSINESS TECHNOLOGY |  |  | 14212-136708 | The math faculty has classes in this building and their keys sometimes doesn't work. Would I be able to get access the building classroom. <br> Melanie Weerasinghe - 900855317- <br> melanie_weerasinghe1@vcccd.edu - MATH - Staff - M-F 7AM-8PM |
| Moorpark College | 3-GYM |  |  | 14222-136733 | Please update Remy McCarthy's cyber key so he has access to the upstairs hallway leading FROM the Fit Lab TO the area where the restrooms and trophy case are located |
| Moorpark College | 3-GYM |  |  | 14222-136675 | Please have all outside lights on surrounding the gym, the G Lot, the parking lot behind the gym, the H Lot, the High School Lot, and all walkways leading to the gym on Thursday and Saturday, March 3 \& 5, until 11 p.m. for basketball playoff games. We also need the air on in the gym on until 11 p.m. on March 3 and 5. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 158 - Paint Storage | 14218-136178 | The ventilation system in the Scene Shop Paint Room (PA158) needs to be cleaned and possibly upgraded. The current system barely does anything for the room. Paints and chemicals are used in this room and it really needs to be properly ventilated. <br> Contact person for request: Brian Koehler (FRAWG work order) |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-136543 | Rusted roof needs to be replaced on AMC 11. Animal can be locked off by staff while work is completed. Thanks! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-136739 | Pallet removal <br> Location: in front of ceramics room AA 124 <br> Please remove these pallets (per Instructor Emilie Carroll). <br> Thanks! |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-136737 | Please deliver 1 case of paper to Kris Romero, thanks! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 314 - Office | 14214-136781 | Tracy Tennenhouse needs cyberkey updates, please. She needs access to AC-112 and HSS-100. <br> Thank you. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 133 - Corrirdor | 14209-136798 | PS-1st floor The switch to turn the electric doors on/off is loose. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 121 - Men's Restroom | 14209-136800 | PS-1st floor men's room the furthest sink from the entrance is draining slowly, seems to be clogged. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 |  | 14221-136796 | Custodian reports LMC first floor the drinking fountain on the left side is leaking from the connection under the base where the button is. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 129A - Men's <br> Restroom | 14221-136793 | Custodian reports the second sink has a rust knob cap that pops out and needs to be replaced. |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 105 - Classroom | 14212-136790 | Sink is not draining. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 222 - Classroom | 14216-136920 | Daniela Guevara FT English needs update to cyberkey for classroom access - or metal key if still used. <br> Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-136925 | We need access to Room HSS-204. For Mental Health Providers and Front Office Staff if needed. Please let me know once is done. I will have all staff dock their Key. Thank you so much! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-136186 | I have returned via mailroom some cyber keys to be fixed and just realized that maybe you want to track them via work order? B.Herlocker (night of 2/15), Division 129 and A.Mahmud (night of $2 / 16$ ). feel free to tell me if this type of work order is not necessary <br> Thanks! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 224-Office | 14216-136633 | Please replace the weather stripping on All four sides of the external office door. The cold is blasting through the gaps. Thank you! -Reet Sumal |


| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 137 - Copy Center | 14210-136784 | The copy center has 5 boxes of e-waste, I asked them to mark them "M\&O". When you have a chance, will you please remove and dispose of the boxes. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 210B - Financial Aid Office | 14208-136875 | Location is actually FH-210C. Please deliver 1 case of paper to Maria Perez-Medeiros in the scholarship office, thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-136907 | Request on behalf of Debi Klein: Please remove all file cabinets currently in the back office. Move the tall file cabinet behind the inner door into the inner office on the other side of the wall from where it is now, and move the desk back closer to the back wall. The file cabinets all have notes on them with instructions. Please let me know if you have additional questions. |
| Moorpark College | 3 - GYM | Floor 1 | 126A - Office | 14222-136840 | Please move the small desk and filing cabinet that Cherisse and Ramiro identified last week into the Athletic Training Center. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 117 - Office Service Area | 14216-136742 | Please remove and discard the broken/dead microwave from Division Office in HSS-114. Thank you! |
| Moorpark College | 3-GYM |  |  | 14222-135640 | Please update assistant football coach Shaun Wick's cyber key |
| Moorpark College | 3-GYM |  |  | 14222-136647 | There are nails coming up on the gym floor. See Robert or Jesus for more information |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-135610 | Please request cyber keys for our new part-time nursing faculty Marie Cusack and Sarah Flores. I have attached the excel sheet with the rooms needed. <br> Thank you, Marcela |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's <br> Waiting Area | 14207-136505 | President Sokenu has approved All Access key for Deborah Klein. She already has a cyber key just needs to be updated for all access. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 104 - Classroom | 14216-136172 | Please update instructor Jessica Gordon's cyber key to include HSS-104. Thanks! |
| Moorpark College | 3-GYM |  |  | 14222-133498 | Remy needs a key to the track and to raise and lower the basketball hoops in the gym |


| Moorpark College | 46 - PE ANNEX | Floor 1 | 106 - OFFICE | 14224-134704 | Please provide Ashley Sandoval-Colon a key to the PE Annex as well as PE-106. She will be using Sherry Ruter's office until Sherry returns to campus. <br> Thank you |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 307 - Classroom | 14231-136872 | Per a professor there is a leak in the ceiling |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 217 - Office Service | 14216-136981 | Professor Tammy Coleman needs cyberkey update please. <br> Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 116 - Office | 14216-137021 | Please update Josepha Baca's cyber key to have Dean access (she replaced Howard Davis). Thank you! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 104 - Conference | 14207-136898 | The clock is out of order. |
| Moorpark College | 3-GYM | Floor 1 | 125 - Equipment Office | 14222-136734 | Please install a large white board in the front office of the equipment managers office. See Robert or Jesus for more information. You can also check with Matt Crater or Leanne |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 202 - Classroom | 14216-137031 | Please take a look at: maybe tighten/fix the door handles to classrooms HSS-202 and HSS-203 - hoping that this will allow the cyber key to work during the first few tries. It seems that it sometimes works if the handle is in just the right spot; or else it's coincidence of the cyber key connecting the 12th (or so) time. Thank you! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 102 - Office Service | 14211-136970 | sink in AA-102 is not draining |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 102 - Office Service | 14211-136888 | Hi there, <br> The sink in the kitchenette (AA102) is clogged, \& not draining. can you please come check it out? Thanks! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 200A - Entry | 14214-137064 | The inner sliding doors have popped out of place and staff are unable to close them. |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 140 - Electric Vehicle Storage | 22599-136156 | spray foam in all spaces and cracks |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-137033 | I have a package that needs to go by UPS Ground. I have label. Can I have Ramiro or Geoff pick it up from the Health Center tomorrow 3/02/22. Thank you! If you have any questions please let me know. |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-136926 | I just placed some supplies and vaccine orders from Henry Schein, Merck and SGK Vaccine. They might arrive in the next few days. Please bring as soon as they come due to Temp. Sensitive. <br> Thank you so much!. I have a return package that is going UPS Ground. I have the return label. Please pick tomorrow 3/01/22.If you have questions please call me. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-137063 | Electrical plug for squirrel monkey den boxes need to be removed and replaced (as we move the den boxes to another enclosure). Jeremiah is aware of the project and we have scheduled a time |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 333 - Women's Restroom | 14231-137097 | Woman's room 3rd floor 4th stall toilet will not flush |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 203 - Police Training Room | 22599-136720 | Clearing barrel needs to be mounted on the tabletop next to the rifle stand. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 309 - Classroom | 14231-137106 | Instructor Candice Larson needs AC309 added to her cyber key. She teaches there Wed. from 1-3:50pm. Her email: CLarson@vcccd.edu <br> Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 217 - Office Service | 14216-137155 | Daniela Guevara needs cyberkey update for HSS-217, please. <br> Thank you! |
| Moorpark College | 25-COMMUNICATIONS | Floor 1 | 153 - Class Lab | 14219-137124 | Please hang the two black bulletin boards in the Comm MakerSpace/Digital Fabrication Lab (Comm 153). See attachment for specifics on placement. Any questions contact Clare 805-208-7720 |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-135450 | Repair door closest to restrooms, will not lock back up once unlocked. Was asked by Alisa to look at |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 102 - CLASSROOM | 14231-137176 | Martin Gomez needs cyberkey update for AC-102, please. <br> Thank you! |
| Moorpark College | 6 - PHYSICAL SCIENCE |  |  | 14209-137171 | Please add permission for PS 131 and 134 to Vaness Crook's cyber key. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 103 - Class Lab | 14209-137183 | Both exterior door locks for PS-103 are broken. You can insert a cyber key and the lock barrel spins indefinitely in both directions without locking or unlocking the door. |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-137071 | Hello Scott, We need the Health Center Cart serviced. Nurses are aware it might take 2 to 3 weeks to complete service and It's fine. <br> The cart is located on the side of PA building. I have the key. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 145 - Office | 14219-133103 | Need some fresh paint in the print shop. The room numbers are 145 and 147. <br> Jake Phillips <br> Graphics Technician <br> Moorpark College Print Shop <br> COM 147 <br> 805.378.1559 |
| Moorpark College | 81 - Flexible Learning room 1 |  |  | 30801-137209 | Professor Christopher Copeland will be teaching in the FLR-1 room. I would like to get him access to both FLR-1 and FLR-2 incase the key doesn't work for one room which has happened. $900745491$ <br> ccopeland@vcccd.edu <br> FT Faculty <br> M-F 7AM-8PM |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102 - General Meeting Room | 14207-136964 | Please update the poor lighting in the PCR. The room is available from noon on $3 / 1$ through $3 / 4$. Thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 151 - Mail Room | 14207-137072 | Shredder plug needs electrical tape to hold loose wiring. Someone yanked the cord and damaged wiring. Not sure if this is something FMO can repair. Thank you |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 201 - Class Lab, Anatomy | 20143-137180 | and HSC-202: Replacement showcase locks for display cabinets need to be keyed to lab provided key, specific to rooms. please. <br> Thank you! |
| Moorpark College | 49-ACADEMIC CENTER | Floor 3 | 315-Office | 14231-137207 | Katrina states in an email: <br> I have a file cabinet in my office, AC 315, that I would like removed at your earliest convenience. It's the file cabinet under the white board close to the door, it is already emptied and ready to go to its next lucky owner. Please let me know if you need me to do anything else. Thank you! |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101-Office | 20134-137214 | Parrot sink is backed up and needs attention. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 82 - Flexible Learning room 2 | Floor 1 | 1 - Modular | 30802-137331 | Lisa Brassfield - instructor - is stranded outside of FLR\#2 her key which worked last week is no longer working. Can someone go over and let her in? |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-137208 | Robert Sack-900379016 is having trouble with his Cyber Key, when he tries to DOCK it says "Failed" He has tried several times He is here today $3 / 3 / 22$ until 5 pm . He is also here on Monday 3/07/2022 from 7:30 to 1:30pm. Please come and check his key. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 134 - Class Lab | 14209-137263 | A key request for Molly Hardesty was submitted that included PS 134 and 136. We received notice that the update was completed. When the faculty updated her key it was missing PS134. Please add PS134 to the faculty's current permissions. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 104 - Office | 14211-137317 | Hello, sorry to bother, but it's pretty cold in AA104 \& AA101 again. Could you possibly check \& turn the heat up? Thanks! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-137239 | There are a number of lights in the library that are not coming on. There are lights near the reference desk, the circulation area, and in the men's and women's bathroom on the second floor. <br> One of our librarians took a photo of the lights that are out around the reference desk. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 127 - Mens's Restroom | 14214-137167 | LLR 1st Floor Men's Restroom: Light over the handicapped stall is out. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 110 - Classroom | 14209-137184 | Message from Lab Technician 'There is a broken desk in PS-110 that needs to be reattached (it is no longer screwed into the chair). I put the actual desk on the front table near the whiteboard so that maintenance can screw it back into the chair" |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 134 - Dressing Room/Makeup, Women | 14218-137251 | Please repair the hanging cupboard door in PA134 makeup classroom for Haleh Risdana. <br> Thanks! |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 205 - Conference Room | 20135-137424 | Hi there. I was hoping to gain access to more rooms within the EATM building. I need access to the Conference Room and Break Room. Also, I'm having trouble with my key accessing the Staff Bathroom by our office. Can you please check on that as well? |


| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 208 - Office | 14216-137324 | Please hang a (light) non-magnetic melamine dry-erase whiteboard, $36^{\prime \prime} \times 48$ " on office wall for Ruth Bennington (board is already in the office). Thank you!! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-136131 | The new parrot heat boxes (PAR 6, 7, 8, 9, 10) have been marked with yellow tape on where we want the perching to be installed. The branch we want to be used for each enclosure will be placed on the ground under the heat box. Thank you. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 201 - Class Lab, Anatomy | 20143-137328 | Please create a key for Michelle Le to use for Anatomy Lab HSC 201. Thank you. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-137378 | Please see attached spreadsheet (to replace Zhang's cyber key -and- please provide a hard-key for Josepha Baca to her office HSS-116 and to the CDC). Thank you! |
| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-137431 | Pick up items to be disposed off including a broken chair and empty boxes |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-137455 | Another pile of surplus tools and items. Photo attached. If you would like first pick of what we have before we donate the items away. Located behind Zoo2 |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-134077 | Help set up electrical in the new butterfly greenhouse. Please contact Jana Johnson for details and scheduling. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 101 - Office | 14218-137326 | Request for 2,000 wristbands and 5 packs of alcohol wipes to clean surfaces for use during PAC performances this March. <br> (Please send supplies to PA-101, Box Office) |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 130 - Class Lab Service | 14216-136639 | Add another paper towel dispenser in the film developing area. <br> Please talk to me, Karin about placement, I am here 8am to 6:30pm M-Th. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's Waiting Area | 14207-136619 | Employee of the Month Reception 3-6' tables <br> Please deliver by 12 noon on Thursday, February 24 |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 104 - Office Service | 14221-136748 | need paper towels in the workroom \#104 |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-136709 | Please deliver 5 boxes of N95 masks. <br> Thank you! <br> (2022-02-24 09:06) <br> Masks are for staff. <br> (2022-02-24 11:16) |


| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 110 - Class Lab, <br> Multi-Bed Skills | 20143-136028 | Per Bobby Uichanco, the Skills lab nurse, please mop the floor of the 1 bed skills room on an urgent basis? We are doing a simulation tomorrow $2 / 16 / 22$ and there are spots on the floor that we would like cleaned. <br> Thank you, <br> Marcela Hernandez |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 131 - Performer's Restroom, Women | 14218-136884 | Both paper towel dispensers are stuck. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102A - Storage | 14207-136897 | The soap dispenser doesn't work properly. Soap barely leaks out. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 146 - Restroom, Women's | 20143-137450 | Please fill all soap dispensers. In addition, the first dispenser when coming through the door is not working correctly and is dripping on the floor. If someone can please check this out it would be greatly appreciated. <br> Marcela Hernandez |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 156A - Room | 14207-137556 | David Luff (District Network administrator) needs to have access to most of our IT areas including A-156A, A-161, A163, and all exterior doors in Admin. Thanks. |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 100 - Moorpark High School Office | 14230-137546 | Hello! We have received a new school banner and would like some help putting it up on the side of TR-1 (where the old sign is). The new banner is flexible and comes with rivets for stringing up. It is currently sitting in the Principal's office with a bag of large zip ties. Thank you! (2022-03-09 15:07) <br> The requester has changed the location. (2022-03-09 16:49) <br> CORRECTION! It should be replacing the original sign on TR5, not on TR-1. Sorry about that! (2022-03-09 16:49) |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-133223 | We have a dolly that has two flat wheels that have fell off the rims. Could you fix it? A pic is attached. The dolly is located behind Zoo1 office. |
| Moorpark College | 3-GYM |  |  | 14222-137077 | Please install the new AED's under the emergency broadcast speakers on the first and second floor of the gym. See Cherisse for more information. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-137619 | Please deliver 1 case of paper to Obalid Younan, thanks! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 119-Office | 14216-137618 | Please deliver 1 case of paper to Karin Johansson, thanks! |


|  |  |  |  |  | There is another broken desk in PS-110 that needs to be re- <br> attached (it is no longer screwed into the chair). I put the <br> actual desk on the front table near the whiteboard so that <br> maintenance can screw it back into the chair. |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | $110-$ Classroom |  | $14209-137639$ |$|$| Urgent work order, please complete as soon as possible. |
| :--- |
| The top hinge to the carnivore play yard has come unsecure |
| and needs to be re-secured (photo attached). See zoo staff |
| for access. Work order approved by Alisa. |


| Moorpark College | 3 - GYM | Floor 2 | 208-Women's Restroom | 14222-137798 | Floor drain will not drain |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-137192 | Gator pond needs the pump piped in |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 137 - Lab Prep | 14209-137421 | Please set up a COVID sanitizing rack in PS 137, including masks, sanitizing wipes, and gloves. Thank you. Sorry - not certain whether this should be maintenance or other. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-124374 | Please reattach the speaker wires in the Wildlife Theater |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 201 - Class Lab, Anatomy | 20143-137815 | The sink/faucet that is located close to the entry doors is dripping/leaking. Please fix when you have a chance. <br> Thank you! |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 107 - Corridor | 14219-137769 | Request re-mounting of PIN BOARDS outside of offices. They are, presently, stored in COM 109. <br> Thanks, |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 166 - Office | 14207-137668 | Office door does not stay open. Please repair. Thank you! |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | $\begin{aligned} & 127 \text { - DEMO } \\ & \text { CLASSROOM \#3 } \end{aligned}$ | 14215-137810 | There are several locks to the cabinets that don't work. The teacher has marked them with an X with tape |
| Moorpark College | 11 - HUMANITIES SOC SCI |  |  | 14216-137793 | Need a case of copy paper - can't remember from whom I order this - it has been 2 years!! If this is not the right forum for this, please do let me know |
| Moorpark College | $25-C O M M U N I C A T I O N S$ | Floor 1 | 125 - Corridor | 14219-137767 | Requesting removal of ELECTRIC PIANO, BROKEN CHAIR, and PAIR OF SPEAKERS. <br> Thanks. |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-136867 | earlier in the afternoon if possible. Please note this is my first time filling out one of these forms. Please let me know if I need to contact another department. <br> ~ Outdoor lighting on (sconces and canned lights on patio) <br> ~ Patio heaters between tables and arches (9 if possible) <br> ~ Permission to use 9 cocktail tables from the Student <br> Center and have them moved to the patio and returned after <br> ~ Have the stage bar from PAC moved for use to the LRC patio and back <br> ~ Patio tables, chairs, pillars and chalked areas cleaned <br> ~ Additional trash cans added to the area for food service and <br> removed <br> ~ Podium with mic for Q\&A with actors at event (or does this go through IT? I've been given two different directions). <br> (2022-02-28 09:53) <br> Bathrooms in the HSS building unlocked for event use and custodial services. (2022-02-28 11:01) <br> Please provide as many heaters as you can and maximize heating area in the center of the arrangement if possible (2022-02-28 17:32) <br> We also need the big bin on rollers from the CCCR brought |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 106 - CLASSROOM | 14231-137115 | Need the wall between AC-106 and AC-107 opened every Monday and Wednesday from 10-12:15 for Professor Vahe Kachadoorian's M25B class |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 208 - Lecture Hall | 20135-137163 | we need delivery and set up of the tables and chairs for our Outreach event which eric was emailed about by Kristen Robinson that is happening next Wednesday, March 9 from 6:30-8pm in EATM 208 at 5pm so that we are ready to start checking people in at 5:30pm |


|  |  |  |  |  | Good morning, Can I please request the attached room <br> arrangement in the Campus Center Conference Room for <br> Monday's VP of AA Forum? The room does not have <br> anything scheduled for 3/11 except a VP of AA logistics |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 7 - CAMPUS CENTER |  |  |  |  |
| meeting at 10 am (The President's Student Leadership |  |  |  |  |  |
| Forum is canceled) and can be rearranged at any time. |  |  |  |  |  |
| Thank you! |  |  |  |  |  |


|  |  |  |  |  | Health Center Request. Allison's small 3 drawer cabinet in <br> her office, the slider/ rail is not working properly. Can <br> someone please come and try to fix it. |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 1-ADMINISTRATION | Floor 1 | 113 - Office |  | $14207-137934$ |
| If you have any questions please let us know. |  |  |  |  |  |


| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 147-Restroom, Men's | 20143-138050 | the middle urinal is leaking water from the top of the stem |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-137956 | The heat bulb in the BOP barn (for Ghost, eagle) went out and is not easily replaceable by students (high up, covered by mesh). Could you please replace the heat bulb? |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 104 - Nuclear Medicine | 20143-138069 | Per Christina Lee, the broken-off grounding prong stuck in one of the outlets in HSC 104. If an electrician please remove it and check the outlet? The outlet is part of a 4outlet panel, near the floor under the roller shade control buttons, near the anatomical model. Thank you, Christina Lee |
| Moorpark College | 3 - GYM | Floor 2 | 204 - Team Room B | 14222-137980 | Replace missing ceiling tiles and reset others |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 121 - Womens Restroom | 14208-138052 | In fountain Hall men's room there is laminate peeling from the counter top in the first floor women's restroom |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109C - Office | 14207-137252 | Would someone please be able to hang four pictures on Debi Klein's office wall? Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-138126 | Move three drawer cabinet from one side of Kristen's desk to the other side so that there is more legroom and usable desk space. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 226 - Men's <br> Restroom | 14214-138095 | LLR 2nd floor men's room the urinal 2nd from left is leaking from the stem |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 147 - Restroom, Men's | 20143-138063 | Sorry, but now the first urinal stall is not draining, it's clogged. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 129-Class Lab Studio | 14216-132151 | We have a paper seamless storage that was built long time ago. We are wondering if it is possible to add another one. I attach 2 photos, the wood "shelf" that holds the seamless is painted in mint green. The other image is where we would like to have the additional one. Please contact Stephen Callis for this project SCallis@vcccd.edu 323-4288114 Thank you |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-138000 | Repair/replace CyberKey for Darrel Richards and update David Pardess's access to HSS-202. Keys were sent down by Kristen McCloskey |


| Moorpark College | 6 - PHYSICAL SCIENCE |  |  | 14209-137638 | Faculty needs access to PS 131, PS 134, and PS 135 in addition to any other permissions she may have. <br> Faculty states that the current key is having issues, when plug it in a port initially is said the download failed. When I tried it again it said key ready, but when I tried to open my classroom door it sounded the alarm on it. Does the key need to be replaced or just reset? |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 201F - Read/Study <br> Room | 14214-138013 | A student let us know that there are two outlets that aren't working in the reading area at the back of the library. Staff also tested the outlets to confirm. A photo is attached of the outlets that are out. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-138007 | Could you fix this cord? It is on a scale and it is in Kris Romero's office. |
| Moorpark College | 3-GYM |  |  | 14222-138130 | The anchor for the projector screen in the Men's Volleyball team room came off the wall |
| Moorpark College | 3-GYM | Floor 1 | 125A - Equipment Room | 14222-137518 | Please put an outlet on the wall in the room with the washing machines. See Jesus for more information |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 108 - Office | 20143-138200 | Per Skills lab RN Robert Uichanco, can you please repair our lock in the skills lab office HSC 108? The lock is loose and when we try to lock/unlock it, it turns with our key. Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 129A - Men's Restroom | 14221-138212 | LMC 1st floor men's room the door unlocks but the latch does not close so the door will not close. Please fix, thank you. |
| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 100 - Moorpark High School Office | 20145-138239 | Hello! We are having issues with flies (fruit flies, house flies, small moths, etc.) and wanted to know if we could have our office (maybe classrooms also?) fumigated. We would also need a few more ant traps, now that the weather is warmer we are seeing more pop up. The flies have become more of a nuisance than the ants, though. Thank you so much for all your help, we truly appreciate everything you do for our school and we hope you are having a wonderful day! |

\(\left.$$
\begin{array}{|l|l|l|l|l|l|}\hline & & & & \begin{array}{l}\text { Hello, } \\
\text { Could you please move } 2 \text { Office Depot boxes from AA101 to } \\
\text { Clare Sadnik's office in T110? Thanks! } \\
\text {-Victoria }\end{array}
$$ \\
(2022-03-21 13:19) \\
Please cancel this one, pkgs delivered already. \\
Thanks! \\
Victoria \\

(2022-03-21 13:35)\end{array}\right]\)| Hello, |
| :--- |
| Could you please deliver 3 boxes to COMM103 from AA101? |
| COMM103 is Svetlana Kasalovic's office. |


| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-138111 | Please see attached key-request spreadsheet for the Child Development Center. Thank you! |
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| Moorpark College | 54 - Student Services Annex | Floor 1 | 107A - Inactive Area | 20287-138099 | Can I place a work order for a new electronic key for SSA 107A. I lost my original key and need a new one. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107B - Inactive Area | 20287-138075 | There is a physical lock on the door for SSA 107B. This was an inactive area, but is used for storage etc. The EOPS staff at one time had a key in their office to access this space, but it has been lost. We need 2 (if possible) replacement keys for this area so that staff can continue to access it. |
| Moorpark College | 7-CAMPUS CENTER |  |  | 14210-138071 | Can you take a look at the rolling gate at the Copy Center window, please? A strip of rubber fell down from the top left (when inside) corner after the gate made a screeching sound when rolled up or down. |
| Moorpark College | 11 - HUMANITIES SOC SCI |  |  | 14216-138333 | A faculty member has just come in to say that in the Men's Restroom UPSTAIRS (2nd floor) - there have been no paper towels for at least 3 days, and no soap in the soap dispenser for over a week. He also mentioned that the office trash containers are being emptied only twice a week. <br> Additionally, I have noticed that the toilet paper in the women's restroom has not been being replaced in a timely manner. <br> Can you let me know when this situation will be corrected. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-138330 | We are out paper towel in the kitchen. If someone can please refill the dispenser it would be greatly appreciated. <br> Thank you, <br> Marcela |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146A - Meeting <br> Room | 14210-138326 | Hello, thank you for arranging the CCCR in a forum format. Can you please return the room back to the round table setup? Thanks again! -gabby |


| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-138310 | Our hand sanitizer machine is not working in the HSC 120 office. If someone can please check it we would greatly appreciate it. <br> Thank you, <br> Marcela |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | $\begin{aligned} & \hline 45 \text { - CHILD DEVELOPMENT } \\ & \text { CENTER } \\ & \hline \end{aligned}$ | Floor 1 | $\begin{array}{\|l\|} \hline 125 \text { - DEMO } \\ \text { CLASSROOM \#2 } \end{array}$ | 14215-138293 | The sink in the classroom is not draining well |
| Moorpark College | $\begin{aligned} & 45-\text { CHILD DEVELOPMENT } \\ & \text { CENTER } \end{aligned}$ | Floor 1 | $\begin{aligned} & 136 \text { - FOOD } \\ & \text { STORAGE } \\ & \hline \end{aligned}$ | 14215-137229 | The lights are flickering in the food storage |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 116 - Office | 14216-138308 | Please check the air in Division Office HSS-116 and adjoining room HSS-115 (especially in 116). For a few business days it is very warm until about 11 am - then the cooler air seems to finally kick-on. <br> Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 147 - Lounge | 14210-137914 | Mount 1 wall brochure board and 1 "cork" board on the west wall of Raider Central |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 210 - Office | 14221-132955 | Edwin Leung writes in an email: <br> - LMC 210 (Instructor's Office) <br> oWater damage and leak marks on celling near vent. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 212 - Office | 14221-132956 | Edwin Leung writes in an email: <br> -LMC 212 (Instructor's Office) <br> oWater damage and leak marks on celling near vent and onto desk. |
| Moorpark College | 3-GYM |  |  | 14222-138365 | Please update the Maggie Shearer and Mike Torie's cyber keys. I apologize for not having these areas on the first request, however, I was only asked to get them a key for the M\&O gates. This should be everything. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-138350 | LLR 1st Floor Outside (Next to IT Office) - Please empty large recycle bin. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-138286 | We are expecting 2 vaccine shipment from GSK Direct in the next 1-2 days. Please deliver when it arrives due to temperature sensitive. Please call our office if any questions. Thank you! |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-138297 | I have a package that needs to go by UPS ground. Has a return label. Please come to pick up when possible today or tomorrow. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-138195 | Michael Ashton 900827644 Assistant Dean <br> The library team informed me that Michael will also need an AS key - main key to the LLR and offices which is a physical key. <br> Please let me know if you need any information or run into any problems |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-138194 | Michael Ashton 900827644 to get access that mirrors John Dobbins. He also needs an all access key due to his new position as Assistant Dean |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 200 - Corridor | 20135-138437 | Dean Carol Higashida has a new Provisional Admin, Simanu Faasua who will need new keys with the same access as her permanent Admin, Stephanie Kostezak, please. <br> Simanu's ID is 900621154, Stephanie's ID is 900531575 <br> Please let me know if you need any further information. <br> Thank you! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-134047 | The large sign at the top of the Wildlife Theater stage has fallen and broken in half. Please install a new board similar to the old one. The dimensions are 172in length $\times 25.5$ in wide. It does not to be painted. The old board is Backstage for reference. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 100 - Main Desk | 14214-137164 | Check lighting |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 1 | 105 - CLASSROOM | 14231-138279 | The instructor that uses this classroom would like you to adjust the clock for daylight savings time. <br> Thank you |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 142 - Police Vehicle Parking | 22599-137349 | Replace 4 new tires on the Emergency Trailer |


| Moorpark College | 12 - MUSIC | Floor 1 | 141 - Practice Room | 14217-138325 | Priority work order please for M141 exterior door: The door hook to MUS M141 completely broke away from the concrete. This door is always problematic. Not sure what caused it as was just noticed today by Brandon Elliott. This door hook is important as many of the instructors like to prop open a door for increased ventilation while holding lessons. <br> Thanks! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION |  |  | 14207-138514 | Rebecca Stroud is a new employee who join us on Monday, March 28. Please provide her with access to these rooms now. I will request additional permissions when I return from vacation and know which additional rooms she need access to for the Division. |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 155 - Office | 14218-138459 | I have a staff member, Melissa Lay, who requested to have a desk placed in her work space, PA 155. John identified a desk that is in storage and that could be moved to her office. Melissa would like it moved to PA 155 against the left wall. In the email thread, it appears that Ramiro Hurtado is the person who took the picture of the desk so knows which one we are talking about. The picture is also attached here. |
| Moorpark College | 79 - Field House | Floor 1 | 1 - Meeting Room | 30701-138523 | Hydration station does not work. |
| Moorpark College | 81 - Flexible Learning room 1 |  |  | 30801-138470 | Hello, <br> Professor Rena mentioned that there are no masks in the FLR-1 building. As a result they have been using masks from the other FLR rooms. Please replenish the masks in the FLR rooms |
| Moorpark College | 18 - EATM ADMIN |  |  | 20134-138435 | Outlet behind Bubbles the pig in Show area is not working. Tried multiple devices and checked small breaker box in front of show area. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 225 - Stair Lobby | 14208-138857 | Please get the custodial supervisor a key for the interior windows in Fountain Hall. This would be for the windows in the classrooms and stairways second floor. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 129A - Men's <br> Restroom | 14221-138851 | Men's restroom door at LMC1st floor does not unlock please fix the door so it will stay unlocked while closed instead of having to keep the door propped open. |


| Moorpark College | 49-ACADEMIC CENTER | Floor 2 | 241 - Storage | 14231-138904 | There are four/five bankers boxes (white with blue lines) that <br> I have marked with XXX and Mary Rees' name. There is also one brown box with two binders on top next to them. They are located behind the desk between the desk and the open file shelving. They are marked for Mary Rees. Please deliver these boxes to Gabby Chacon in the Administrative Building where the Academic VIce President/Presidents' offices are located. If you have any questions please contact Gabby Chacon gchacon@vcccd.edu |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-138254 | Could we please have a dumpster delivered to use during Spring Break, ideally by Monday, March 28th. <br> Thank you! (2022-03-21 16:54) <br> Will it be possible to get this today? <br> We have students working today to help throw out the items we need to dispose of. Thank you! (2022-03-29 08:34) |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 144 - Women's Restroom | 14207-138938 | Clean up is needed in the women's restroom. Someone dropped their porcelain cup and it shattered all over the floor. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-138906 | Hello, Linda Resendiz's cyber key stopped working today. It was docked this morning and was charging for most of the day, but it hasn't worked since this morning. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-138934 | Hello. I need my cyber key reprogrammed to have ALL access please. I've been using the previous Executive Assistant's cyber key which has ALL access, but now need mine to be reprogrammed. |
| Moorpark College | 65 - SB DUGOUT 3rd BASE | Floor 1 |  | 28674-138524 | Hydration station does not work |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 101 - Receptionist | 14207-139038 | After using my cyberkey to open the main entrance for A101, there was one long beep then my key wouldn't work on any door after that. I made sure the key was charged, then docked the key and got a "failed" notice. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-136500 | Please take out rotted wood den box, build new den box, and build 2 new shelves for Sam (gibbon). Students removed current rotten shelves. USDA violation, please complete ASAP. See Amanda with questions. |


| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-138866 | lan will be coming up to install a den box into our Gibbon enclosure (PRG 06) tomorrow. After it is installed we will need a pig blanket installed in the den box. Tomorrow afternoon or Wed would be ideal so we can move the primate back in the enclosure. Thanks! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-138377 | The mister system for the tiny monkeys in Maintenance enclosures AMC 15-18 are spraying water from the sides of the mister, rather than the tip. Please take a look to see if this issue can be resolved. Water is also dripping from the ends, causing water to pool underneath. Thank you. |
| Moorpark College | 79 - Field House | Floor 1 |  | 30701-136732 | Repair door |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 125 - Food Facilities | 14210-139176 | doors damage will not open door lock broken just turns but will not unlock |
| Moorpark College | 100 - Grounds | Floor 1 | 1 - Parking | 20679-139138 | paint over graffiti on the mail box in H - lot |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 203-Circulation Reserve Room | 14214-121283 | We would like to move the workspaces for our two library assistants from 202 Desk to 203 Circulation Reserve Room. <br> They currently have two cubicles in the 202 Desk Area. We would like to remove the short set of free-standing shelves from the 203 Circulation Reserve Room to make room for the cubicles -- if there is enough space to allow for ADA compliance. <br> There is also a free standing storage cabinet in the 203 circulation Reserve Room, we would like to move it to the 202 Desk area. <br> I have been working on cleaning off the shelves in the back so they will be ready for moving. I know you all are busy, would it be possible to move this furniture by the end of July? Please let me know how we can assist. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 161 - Office | 14207-124576 | Please reconfigure plexi glass so that counter top is accessible to visitors. Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 204 - Classroom | 14216-139251 | HSS-204 will not lock, please check the lock |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 204 - Classroom | 14231-139286 | AC-204 the lock is not working and the custodian cannot open the door to get in the classroom. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 118 - Women's Restroom | 14211-139277 | AA women's room does not lock, please check the lock. |


| Moorpark College | 51 - EATM BUILDING | Floor 1 | 121 - Restroom, Women's | 20135-139275 | Second stall in the women's room, the toilet leaks water from the flush handle when it is flushed |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-139267 | We are done with the dumpster. Please pick up. <br> Thank you! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-139057 | Per our UDSA inspection A board needs to be added under the electrical equipment mounted on the wall of commissary. Please see staff for details. |
| Moorpark College | 16- ZOO CLASSROOM |  |  | 20154-138867 | PRG07 bedroom overhead heat lamp enclosure is dripping water. Can this please be resealed after the rain stops? Pictures attached |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 124 - Computer Lab | 14214-139208 | Professor Gabrielyan needs update to cyberkey, please. <br> Thank you! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 124 - Computer Lab | 14214-139209 | Instructor needs cyberkey update for access, please. Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP |  |  | 14221-139261 | Amber was never given a key. She needs a new key Name: Amber Diaz 900492741 Needs access to the LMC Building exterior doors 7AM - 7PM M-F Room \#: 101 103 104 106 - to get the key for the buggy in case the is locked. 125 126 132 133 134 136 137 |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 304 - Women's | 14214-139327 | third floor women's room LLR the last stall next to the handicap, the toilet leaks from the stem when you flush. |
| Moorpark College | 6-PHYSICAL SCIENCE | Floor 1 | 120 - Custodial | 14209-139359 | PS 1st floor custodial closet lock is not working and custodians cannot access it. |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 2 | 220 - Storage | 14214-138751 | Michael Ashton (900827644) is to use this room as his office as Assistant Dean to Division 127. <br> Please have a name plaque for this room with his name/ position |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 27 - PERFORMING ARTS | Lobby | 206 - Lobby | 14218-139328 | Install (5) pole banners on empty poles near PAC and Admin Building |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 129 - Class Lab Studio | 14216-135755 | Put up a cable system for Softboxes in Photography Studio. lan have taken a look and knows the project. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 207-Class Lab Service, Lab Prep | 20143-139235 | Location: HSC207 Main prep lab Description: Please take a look. The refrigerator (next to the fume hood) is not working. I tagged it with an out-of-order sign |
| Moorpark College | 1 - ADMINISTRATION |  |  | 14207-139272 | The work order for Rebecca Stroud's key request was incomplete. <br> She still needs access to A137 (Dean's Office) and A-139 |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 310 - Restroom, Men | 14214-139326 | Men's room third floor handicap stall the sink faucet is loose. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102-General Meeting Room | 14207-139228 | I need a picture frame hung up. |
| Moorpark College | 99-All Buildings |  |  | 24869-139427 | Test work request |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 235 - Women's Restroom | 14231-139440 | Re-secure handicap push button on inside of restroom |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-139283 | Please deliver 1 case of paper to Kris Romero, thanks! |
| Moorpark College | 28-SSSP | Floor 1 | 100 - open office area | 20140-139371 | Alex Yepez - 900715844 - needs to have the following areas added to his existing key. SSSS100, exterior 101;102;103;104;105;106 - all interior offices as well. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-139350 | Door to main division office is not closing completely, like it does not fit in the door frame anymore. Please take a look and fix this. Thank you! |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 232 - Class Lab Service | 14221-139386 | Sink faucet is dripping (can't turn off completely). Started April 6, 2022. Thank you! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 143 - Advanced Illustration | 14211-139323 | Please assemble three tables and add wheels to legs. Move three tables (labeled) to the outside courtyard to make room for new tables. Contact Katrina McElroy (714)5955949 if any questions or come by the classroom Tues/Thurs $9 \mathrm{am}-12 \mathrm{pm}$ to talk in person. Thanks! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-139533 | The red buoy in the waterer for HST 05 has broken so the water consistently refills. Please change out if possible. The valve has been turned off for that waterer. |


| Moorpark College | 22 - MPHS TR-5 | Floor 1 | 100 - Moorpark High School Office | 20145-139509 | Hello! We just had some furniture moved today and would like some help cleaning the area thoroughly on Monday. There was an accumulation of dust and deceased bugs on the carpet where the item stood for many years, but we do not have a vacuum unfortunately. Any help would be greatly appreciated. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-139152 | Please remove the heat pad in Primates area PRG 07 behlen. We are unable to remove it ourselves with the current setup and all the electrical cords. Thank you. |
| Moorpark College | 27 - PERFORMING ARTS | Lobby | 205 - Women's <br> Restroom | 14218-139613 | light out in the women's restroom second floor PA |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-139599 | The swing arm on top of the door is broken (one of the doors facing the freeway). Thanks! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-139600 | Work order: sticky locks Location: electric kiln area and clay area. Classroom door. Ceramics AA124 <br> Details: locks are difficult to open. Needs oil maybe? 2 gates outside and 1 classroom door. <br> On classroom wall facing the freeway, door closest to kilns. When door is released the mechanism won't let it shut. And the lock is tricky. Thanks! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 101 - Office | 14211-139575 | Please deliver 1 case of paper to Victoria Collie, thanks! |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-138911 | The gas cap for the zoo truck is gone. Can you please replace it? This work order has been approved by Alisa B |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC RESOURC |  |  | 14214-139586 | The AS key we have for opening the 3rd floor study rooms for students isn't working. Could we please have a new copy of the AS key? |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 132 - Sculpture | 14211-139374 | For: Instructor Cynthia Minet. Please provide copies of the keys to the storage sheds behind AA 132. They contain the woodshop tools. Photos attached. Thanks! |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 208-Lab | 14209-139450 | I need to have Scarlett Redd's Cyber key replaced and reprogrammed, it somehow completely stopped working even though I always kept it charged - the light is not operational and it won't open any doors including my office and all the classrooms that I use. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 228 - Class Lab | 14221-139373 | Instructor Coltman needs replacement keys, please. <br> Thank you! |


| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 115 - Class Lab | 14211-137104 | Hello, <br> Zara Feeney needs a key to the AA building - classrooms 115 \& 136 \& - (it is the same key to both rooms, and not a Cyber but a reg. key). She teaches there all day, Mon's \& Wed's. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-139391 | I need a copy of a cabinet key made. It is for cabinets in the exam rooms. <br> I have the key. If you have any questions please let me know.. |
| Moorpark College | 12 - MUSIC | Floor 1 | 137 - Practice Room | 14217-139465 | The practice room mirror mounted on the interior door of $\mathrm{M}-137$ got shattered. Please remove and dispose of the item (per Brandon Elliott). Thanks! |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124 - Ceramics | 14211-139597 | Work order: Please remove these pallets (per Inst. E. Carroll) Location: Ceramics AA124, outside area facing the freeway Thanks! |
| Moorpark College | 27 - PERFORMING ARTS | Lobby | 205 - Women's <br> Restroom | 14218-139343 | There are 2 fluorescent lighting fixtures that need new bulbs in the Women's Restroom on the second floor of the PA Building. <br> The farthest light fixture is flashing and the middle one is very dim. <br> Thank you, Krista |
| Moorpark College | 27 - PERFORMING ARTS |  |  | 14218-136177 | Look into fire pull station covers: Fire pull stations are often triggered accidentally, - as many in the PAC are often near light switches at exactly the same level. Having these covers would completely reduce the risk of this happening. Contact person for request: Brian Koehler (FRAWG work order) |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 135 - Office, Faculty | 20143-139675 | Professor Armine Torabyan would like to know if you can please place some ant traps in her office HSC 135 as she is infested with ants. <br> Thank you, <br> Marcela Hernandez |
| Moorpark College | 16 - ZOO CLASSROOM |  |  | 20154-139721 | We need a few additional keys made for our key lock box that was recently installed. We have a spare currently in the office that you can take to copy. 4 additional copies requested. |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-139672 | I need a filing cabinet (or two) brought up from M\&O storage for the One Acts. I need either one that resembles the one pictured, or two that are the same. They can just be left inside the back door of the Scene Shop (PA-154). <br> It would be much appreciated if we could get this by this week Wednesday. I spoke to Geoff in M\&O about this, and he is aware a work order is coming. <br> Thanks!! <br> Brian Koehler <br> bkoehler@vcccd.edu |
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| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 147 - Print Shop | 14219-136757 | Print shop needs a new electrical outlet installed for new banner welder (see attached email). |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 137 - Lab Prep | 14209-139574 | replace burned out lights in Lab room PS103, hood \#23 and Chemistry Prep room - PS 137 |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 114 - Treatment Office | 14207-139710 | In our office bathroom- The toilet paper holder falls of the wall. Can someone please come and fix it. If you have any questions please call me. Thank you! |
| Moorpark College | $25-C O M M U N I C A T I O N S$ | Floor 1 | 143 - Corridor | 14219-138450 | Make (2) copies of key for display cases in the hallway near Com-150 for Svetlana Kasalovic |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 201 - Class Lab, Anatomy | 20143-138082 | HSC 201/202 On behalf of Edwin Leung, The floors for these labs could really use a scrub clean, please. <br> Thank you! |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 2 | 241 - Women's <br> Restroom | 14216-137994 | 2-requests on behalf of faculty, please - <br> 1st request: is it possible to unlock the door to the women's bathroom on the second floor of the HSS BIdg on a daily basis in the morning please? Female students keep asking to be let in and faculty are having to interrupt their office hours to help. <br> 2nd request: Can the lock on the restroom be changed? Faculty are having to giggle and nudge the lock and are afraid their key will break in the lock. <br> Thank you! |


| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 147 - Assembly | 14211-137595 | Hello! Apologies for the late request, we were approved to use the Forum in the Applied Arts building on March 11th (this Friday) and March 18th (next Friday). We want to make sure the Forum is unlocked and nearby restrooms are accessible between 12pm-3pm on March 11th and 3pm$9 p m$ on March 18th. Please let us know if there are any additional steps we should complete for this request and we hope you are having a wonderful day! |
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| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-137538 | We would like to borrow 15 long tables. Please bring them to the outside of the EATM 208 building on Friday $3 / 25$. You can drop them off in the bus circle. We have been given approval from Kristen Robinson. Zoo Supervisor Alisa has approved this work order. Thank you! |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-137505 | We would like to borrow 120 white chairs, similar to the ones we borrowed for the tiger habitat ground breaking. Please bring them to the outside of the EATM 208 building on Friday $3 / 25$. You can drop them off in the bus circle. Thank you! (2022-03-09 09:15) <br> Please see email from Mara to Eric Lopez. We have received approval to borrow the chairs from Kristen Robinson. We want to borrow as many chairs that she has available. (2022-03-09 13:50) |


| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 116 - Office | 14216-136876 | Please thoroughly clean H.Davis' prior dean office since the new interim dean will move in this week. Thank you!! (2022-02-28 10:27) <br> The requester has changed the location. (2022-03-07 11:52) <br> Adding to the Feb 28th Request: 14216-136876-Simply to better communicate what we mean by thorough - please clean the following from top of the room to the bottom, such as- the actual windows and the window blinds; behind and under the easy to move cabinets (which are currently empty), tables, chairs; all horizontal surfaces (again top of room to bottom). Please eliminate all 'dust-bunnies'. Since the office currently contains minimal items, this is the time to get it clean and healthy again. <br> In same work order, the adjoining conference room is being added with the same request - please also cleans it's windows and blinds plus horizonal surfaces. <br> Thank you very much! <br> (2022-03-07 11:52) |
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| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 101 - Office | 14218-138337 | Request for additional Visitor Wristbands for Performances. <br> We have used all of the wristbands I received in my last request. Please send me 2,000 more if possible. I expect to need approx. 1,000 for performances this week plus we have performances planned in April and May. <br> Thank you, Krista |


| Moorpark College | 100 - Grounds | Floor 1 | Quad | 20679-138950 | For MultiCultural Day on April 12, 2022 -to be ready by 8:00 a.m. Please pull from K. Robinson's student activities area, then set up 15 rectangle tables, 15 EZ-Up canopies, and 30 chairs. Each table is to be covered by a canopy, and each table should have two chairs on one long side of the table. Please place them along Raider Walk, starting at quad's grass area closest to CC. (take down at 4pm, see separate WO) <br> CONTACT: Tammy Coleman <br> (back-up contacts: Brian Burns / K. Robinson) (2022-03-29 11:07) <br> Opening Ceremony is to occur 9:00-9:30. Could the set-up be worked on or completed the day/evening prior? The absolute latest they could be ready is 8:30 a.m. (The event begins a few minutes before 9:00 a.m. with bagpipers walking down Raider Walk to the Quad.) (2022-03-29 17:14) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 100 - Grounds | Floor 1 | Quad | 20679-138951 | For MultiCultural Day on April 12, 2022 - at end of activities at 4 p.m., please take down the 15 rectangle tables, 15 EZUp canopies, and 30 chairs along Raider Walk, and return them to K. Robinson's student activities area. (see separate WO for the a.m. set-up) Thank you! <br> CONTACT: Tammy Coleman <br> (back-up contacts: Brian Burns / K. Robinson) |
| Moorpark College | 19 - L SCI/MATH/COMP |  |  | 14221-139428 | We would like to request replacements for our old paper towel dispensers with installation of automatic paper towel dispensers. We would like the following areas replaced: <br> -LMC 231: 1 dispenser. <br> -LMC 232: 1 dispenser. <br> -LMC 233: 3 dispensers. <br> Thank you! (2022-04-07 09:43) <br> The current dispensers are the mechanical type with pull down handles. Thank you! (2022-04-12 09:31) |
| Moorpark College | 3-GYM |  |  | 14222-139746 | The bottle filler in the hallway between the men's and women's restrooms is not working |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 137 - Read/Study | 14221-139810 | Please deliver 1 case of paper to Obalid Younan, thanks! |


| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 3 | 304 - Women's | 14214-139768 | Third floor staff reported that one of the toilets in the women's bathroom is making a loud hissing sound. It's loud enough it can be heard outside the restroom. |
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| Moorpark College | 67 - BB PRESS BOX |  |  | 28668-139762 | Please add power outlet to box for WiFi |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 200C - Corridor | 14231-139844 | Charles D Goodman 900578731 PT Mathematics faculty - MF 7AM-8PM <br> His key needs to be updated so he gets access to the door which leads from the corridor of the building (200B) into the corridor of the Division office (200C) |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-139670 | Our control for the chain hoist in the Scene Shop (PA-154) is not reliably working (see attached picture for the item). It seems to be a loose connection/etc, as you can fiddle with the cord to get it to work again. I spoke to the Electrician about this - so he knows specifically what it is. <br> Thanks! <br> Brian Koehler <br> bkoehler@vcccd.edu |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-139671 | (per Brian Koehler) The "close" button for the back/outside rolling door in the Scene Shop (PA-154) is not reliably working (photo attached). "Open" and "stop" seem to be fine, but "close" doesn't always work. It eventually does, but should be looked at before it just doesn't close... I spoke to the Electrician about this, and he knows what it is. |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 2 | 217 - CLASSROOM | 14208-139830 | FH-217 the lock does not unlock it just keeps spinning when you put the cyber key in. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 118 - Office | 14216-139828 | HSS-118 the lock is not locking, please repair. |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 203B - Class Lab Service | 20143-139753 | Disconnect steam generator on bench top for future removal. Any questions, please see Mary Swenson. Thank you! |
| Moorpark College | 2 - BUSINESS TECHNOLOGY | Floor 1 | 103 - Men's <br> Restroom | 14212-139831 | Tech-1st floor men's restroom the partition needs painting, it was badly graffitied and cam e of but the paint needs to be re-painted. |


| Moorpark College | 19 - L SCI/MATH/COMP |  |  | 14221-139817 | On behalf of Edwin Leung: We would like to request replacements for our old paper towel dispensers with installation of automatic paper towel dispensers. The ones in LMC are the mechanical type with handles to pull down. We would like the following areas replaced: <br> -LMC 216: 3 dispensers. <br> -LMC 220: 3 dispensers. <br> Thank you! |
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| Moorpark College | 12 - MUSIC | Floor 1 | 122 - Office | 14217-139774 | Related to Request number: 14217-139465 <br> Shattered mirror was moved to M-122. Please remove \& dispose of it. Thanks! |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 110 - Corridor | 14207-139890 | Night custodian says the lock in Admin doors by the drive way do not lock, please fix so the building can be secured. |
| Moorpark College | 64 - SB DUGOUT 1st BASE |  |  | 28673-139761 | Please add power to the newly attached box for WiFi |
| Moorpark College | 51 - EATM BUILDING |  |  | 20135-139863 | Perform lighting maintenance on exterior flush mount ceiling strip fixtures. |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 140 - Class Lab Service | 14219-139648 | Request review of pegboards for mounting to wall. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 109 - Office Corridor | 14207-139967 | Letrish Mai in room 109A has been smelling strong fumes for a bit this morning. She is finding it quite unpleasant similar to gasoline fumes. Can someone please check this out. |
| Moorpark College | 28 - SSSP |  |  | 20140-139992 | Hello M\&O, one of our Success Coaches Melanie Csellak would like a small bookshelf up to $3 \mathrm{ft} \times 3 \mathrm{ft}$ if one is available. She is located in the CHESS/International Bungalow, Office 104 next door to the FYE/SSSP Bungalow.If there are other options at similar dimensions please reach out to Melanie mcsellak@vcccd.edu or myself. Thank you! |
| Moorpark College | 99 - All Buildings |  |  | 24869-140023 | test to see if you can use this for anything |
| Moorpark College | 28 - SSSP | Floor 1 | 102-Office | 20140-134903 | REMOVE ALL KEY ACCESS AS OF 5PM ON 2/11/2022 per Khushnur Dadabhoy, Dean - see attached key request |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 148 - Electrical Room | 14218-127904 | Repair threshold and opening that is causing door to bind and not want to open |


| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 114 - Office | 14216-125497 | 2 new keys, 1 added locations <br> (FYI- Lynda Dobson has/should return to you CDC keys that can fulfill one of the attached requests) <br> Thank you! |
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| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 146 - Restroom, Women's | 20143-140068 | Hello, <br> All 3 of the soap dispensers in the women's bathroom as not working. I believe two are completely out of soap. <br> Thank you, <br> Marcela Hernandez |
| Moorpark College | $30-\mathrm{MPHS}$ TR 1-2 | Floor 1 | 1 - Moorpark High School | 14230-139973 | Hello! There was a very brief power outage late on Friday afternoon that may have reset all of our A/C unit thermostat settings in TR 1-4. The temperature in TR 1 was warmer than usual today and we are concerned it might be the same in TR 2-4 as the day progresses. If anyone is available to give the units a quick once over, we would truly appreciate it. Thank you! |
| Moorpark College | 28 - SSSP | Floor 1 | 100 - open office area | 20140-140053 | PLEASE NOTE - THIS REQUEST is actually for Annex B Chess/International offices directly behind FYE. We had given Alex Yepez access to all of SSSP; however, he needs access to ANNEX B and all interior offices. His ID \# is 900715844. Please advise if I have made this request clearly |
| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 108 - Women's <br> Restroom | 14210-139872 | URGENT: Foul smell possibly coming from one of the restrooms in Campus Center. You can smell it as you come in main entrance door. <br> Thanks! |
| Moorpark College | 7-CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-140147 | Custodian reports that the sink in the dining room is clogging up and not draining or draining slowly. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 115 - Class Lab | 14211-140117 | Please check on AC in AA115. The AC is loud, and makes it hard to hear people speak during class, per Inst. Zara Feeney. She teaches there MW, 9am-12pm. Thanks! |
| Moorpark College | 25 - COMMUNICATIONS | Floor 1 | 150 - Class Lab | 14219-140149 | The sink at the back of the room is clogged, \& pretty full. Thanks! |
| Moorpark College | 3-GYM | Floor 2 | 213 - Storage | 14222-140159 | Access to 213A for Gym use of Cardio Room. Re: Matt Crater mcrater@vcccd.edu |


| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 233-Office | 14209-140122 | Key works in all doors tried on our floor (usually the first try) but fails regularly in my office door lock. It can take upwards of 20 tries, closer to 50 today, to finally open my door. The locksmith has gratefully come to work on my lock a number of times. It works for a week or two and then resorts back to the same state. I would like to request a more permanent solution. |
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| Moorpark College | 76 - Old Warehouse | Floor 1 | 115 - Warehouse Office | 30193-139926 | Custodial supervisor office door lock was dead this morning and he and the lead could not access it. I eventually wet it and got in a couple hours later. Please check the lock. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 233-Office | 14209-136159 | Repeated request for Erik Reese - (PS-233) Repeated issues with door lock and inability to open door. Lock either needs to be claned or replaced. Erik can open all other doors on floor. Others also having difficulty opening his door. He has had to use electronic cleaner to open door every day this week. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 121 - Classroom | 14216-131258 | The door's "Block" has come off; please replace it. <br> Thank you! <br> Raquel Olivera |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 110 - Classroom | 14209-140191 | PS-110 has a broken desk, please see attached photo and fix. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-139243 | A bolt securing the capuchin balen is pulling up from the ground. USDA violation, needs to be secured/meshing extended around. Can this be repaired or additional meshing be added? Near baboon side. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-137599 | Spoke with Nathan and Gary Wilson, would like to move Fonzie (Hyenas) crate onto the dirt against the far side of the exhibit fence. Need to move and reinstall a pulley system to open the doors from outside the enclosure when the crate is moved. Alisa approved. |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-133970 | Please take a look at the space heater inside hyena enclosure CAR 07 bedroom. We want to get it to work for the hyena. The enclosure is empty on Mondays and Thursdays when he is in the Play Yard. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-140030 | One of the fire doors on the 3rd floor is beeping every few minutes. |


| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146A - Meeting Room | 14210-140069 | Hello, In preparation for the 2022 Strategic Planning Retreat on 04/22, can we please request the below table set up for the CCCR and Cafeteria? <br> -CCCR: 9 round tables with 6 chairs each <br> -Cafeteria: 6 long tables set up along the windows so we can serve food <br> Set up in the CCCR wil need to be done before 1 pm on Thursday. We reserved the room from $7 \mathrm{am}-1 \mathrm{pm}$ specifically to allow this set-up. <br> Thank you and please call or email with any questions. |
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| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 |  | 14214-139827 | LLR stairwell handles is broken, needs to be welded back together. Please see attached photo |
| Moorpark College | 100 - Grounds |  |  | 20679-140131 | Addition to WorkOrder 20679-140086. <br> Please add 6 chairs to the Zoo table set up (2 per table) <br> Please add 60 chairs to the Quad/Raider Walk table set up <br> (6 per table). <br> Thank you for bringing the chair omission to my attention. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-140120 | The electrical cover for the heater on CAR06 (hyena enclosure) is broken and needs to be repaired/replaced |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 111 - DEMO CLASSROOM \#1 | 14215-140502 | There is a key stuck in the lock of the door.to room 111 |
| Moorpark College | 47-WAREHOUSE | Floor 1 | $\begin{aligned} & 100 \text { - HEAVY } \\ & \text { STORAGE } \end{aligned}$ | 20153-139977 | Replace bad ballasts and lamps in several fixtures due to building neutral conductor being opened during contractor feeder pull into the main switchgear for the warehouse. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 108 - Student Health | 14207-140501 | Please deliver 3 cases of papers to the student health center, thanks! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-140563 | Galapagos pool has a slow leak. It appears to be underground (see attached photo). Pool is filled in the morning and is pretty empty by the afternoon. |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 1 | 101 - Library | 14214-140081 | My Assistant Dean asked me reach out to explore the possibility of removing a set of wooden desk/cubicles on the library first floor. The specific cubicles are in the back corner of the 1st floor, near the emergency exit and the server room (LLR 111). <br> We would like to remove or reconfigure the cubicles labeled $\mathrm{J}, \mathrm{I}, \mathrm{H}$, and G . We are trying to clear space to accommodate a student group on campus who has an immediate need. We'd ideally like to have the cubicles cleared out next week, but we realize that's a lot to ask. <br> Please let us know if this is possible and what we can do to support. <br> Thank you! |
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| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 103-Beginning Nursing | 20143-140624 | Per Professor Christina Lee, please close the open areas in the ceiling of HSC 103. See attached picture. <br> Thank you, <br> Marcela |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 122 - WASH / DRY | 14215-140503 | Is it possible to have the drier cleaned from lint beneath the screen? <br> Thanks!! |
| Moorpark College | 53 - FIELD HOUSE STORAGE | Floor 1 | $101 \text { - }$ <br> Athletic/Physical Ed Service | 20518-140653 | Replace lock on the Field House Training Room to a storeroom function lock. Install door closer on interior Training Room door |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102 - General Meeting Room | 14207-140057 | Hello, <br> I need three 6' tables in the general meeting area for Monday, April 25 by 2 p.m. please. We are having our yearly Newly Tenured Faculty reception. Thanks. |
| Moorpark College | 100 - Grounds |  |  | 20679-140086 | There is a family event for a student cohort on Friday evening that begins at 5 p.m. We need 13 tables set up for this event. <br> Please set up three tables at the Zoo entrance near the ticket booth. (See diagram) <br> We also need ten tables set up in the grassy area in the quad along radar walk. The $X$ is the sidewalks. Two of the ten tables will be set up near the campus center adjacent to where the food truck will be parked. Please set up tables on Friday morning. |


|  |  |  |  |  | Please update Moira MacDonald's cyber key to include the <br> Forum. She needs access to it for one of her classes. Thank <br> you! |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Moorpark College | 8 - APPLIED ARTS |  | Floor 1 | 147 - Assembly | $14211-140730$ |

\(\left.$$
\begin{array}{|l|l|l|l|l|l|}\hline & & & & \\
& & & & \begin{array}{l}\text { Hello! It looks like a couple more lights have gone } \\
\text { out/flicker in TR 3. The room should be free of students } \\
\text { early in the morning (7am-9am), during the Junior/Senior } \\
\text { lunch (3:40pm-4:10pm) or after school (5:30pm). Let us }\end{array}
$$ \\
know if you need access to the room at any other time and \\
we will do our best to adjust as needed. Thank you! \\

(2022-04-25 15:24)\end{array}\right]\)| UPDATE: There is now a flickering light in TR 4 as well. It is |
| :--- |
| the fluorescent light right above the teachers desk (closest |
| to the window). Happy Monday! |
| (2022-04-25 17:40) |


| Moorpark College | 51 - EATM BUILDING |  |  | 20135-140772 | Please set-up \& breakdown 5 tables and 25 chairs for Spirit Team banquet, this Sat. 4/30, from 5pm -9pm. <br> Tables/chairs to be set up at Zoo deck area. Please see attached file. Main contact is Wendi Baity, WBaity@vcccd.edu. Thanks! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 30 - MPHS TR 1-2 |  |  | 14230-140596 | Hello! We did not realize until very late that there is an old HSMC sign still up on the wall of TR 2 facing the blue outdoor tables (the HSMC "lunch area") and we would very much like to have it removed. If possible, we would like to have it replaced with the updated version showing our current school logo. Thank you once again for updating all our other signs, we truly appreciate it and hope you have a wonderful rest of your day! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-140121 | Please move the den box in SA 14 to PRG07. Please coordinate with Cindy Wilson for box placement |
| Moorpark College | 80 - Outdoor Training Center | Floor 1 |  | 30702-141052 | please deliver a recyclable bin to the outdoor training facility by golf, any questions contact Jesus or Robert. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-140891 | Please take a look at the guillotine sliders for PRG 07 and 08 in Primate Circle. The guillotine for PRG 08 will close fine, but it is extremely difficult to pull down the weight to reopen the slider. We are concerned that the cable could snap and injure the animal. The guillotine for PRG 07 is very squeaky and may just need to be greased. Please coordinate with zoo staff to move animals. |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-141075 | FT instructor Jerry Mansfield needs replacement cyberkey, please. He has tried charging and docking the key, but it still won't work. I will put the current key in the M\&O mailbox today at 5p.m. Thank you! |
| Moorpark College | 3 - GYM | Floor 1 | 105 - Office | 14222-141058 | I have a box for the shredding bin Thank you |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 226 - Faculty Office | 14231-140933 | Professor Tom reported that there are ants in his office. It isnt from a food source. He believes it may be coming from the window. |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-138766 | Can two small posts be sunk in front of the new parrot exhibits for graphic install. I have attached photos of where we would like them installed. Please contact Kris Romero for details |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 155 - Office | 14218-134690 | Can I get an electrician to meet me in the office to discuss the chance of running network cable to from one office to another. There is already a run of network cables, but more is needed. I am not sure if the conduit will allow added cables, or...if the cables were ran directly through the block wall. <br> Please contact Brian Derderian to schedule a meeting. |
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| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 101 - Office | 14218-141148 | I lost my cyberkey and "AP" key. Please replace them for me? <br> They dropped into toilet and auto flush sensor activated when I tried to retrive them so they are somewhere in the sewer system - Sorry!! <br> Krista Lederer, 900291679, Office PA-101 |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2 - Zoo | 20154-139805 | Please hyena-proof enclosure CAR 07 in the carnivore area: -wood border for dirt needs metal edges. -wood shelves need metal edges. -pulley system for crate needs to be installed -space heater in bedroom needs to be protected. We have discussed with Nathan so he knows everything we need in order to move the hyena into this enclosure. <br> Alisa has approved this work order. <br> Thank you. |
| Moorpark College | 6 - PHYSICAL SCIENCE |  |  | 14209-136165 | FRWG Request - Requested to submit this request to M\&O for review/approval or decline. <br> Annual Program Plan Astronomy/Physics/PhysScience. White boards to line the walls of PS-202 and PS-203 White boards lining the walls of classrooms enables active learning for students for greater retention and success. Even in large lecture halls one could have students work in groups on white boards covering the walls. One lecture hall, PS-202, and one lab, PS-203, are proposed as a pilot project collect data before requesting for more classrooms. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 124-Classroom | 14221-141414 | Inside lever is staying rigid and will not open door. Text from Eric Lopez |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 232 - Division Office | 14231-141085 | The recycle bill is full and needs to be empty. |


| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-141074 | We are out of toilet seat covers in the Health Center bathroom. <br> Please replace asap. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 236 - Office | 14209-141426 | Key Request for Melissa Johnson for room PS-236. Please contact James @ james_artero1@vcccd.edu |
| Moorpark College | 46 - PE ANNEX | Floor 1 | 109 - OFFICE | 14224-141446 | Vern has ants |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-141177 | Lock block on the back office door need to be fixed. |
| Moorpark College | 16- ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-141425 | The driver side window in our white passenger van is not working and the window will not go all the way up. Please take a look to see if it can be fixed. Alisa has approved this work order. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-141382 | What: Pick up small equipment to dispose <br> Where: LMC-233 (Biology prep room) <br> Note: No VCCCD tags. (2) old chart recorders. 12"×15" about 5-10 lbs each. Not sure if ewaste or metal recycle. <br> Thank you1 |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 102-General <br> Meeting Room | 14207-141423 | We need two 6' tables for 1:30 p.m. today's Employee of the Month reception please. <br> Thank you. |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 2 | 201C - Read/Study <br> Room | 14214-141254 | There is a food stain on the library carpet that we're unable to get out on our own. The stain is located on the 2nd floor of the library between the last reference shelf and the study desks. <br> Please contact Michael Ashton Assistant Dean for further questions |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 333 - Women's <br> Restroom | 14231-141424 | AC-3rd floor women's room the fourth sink in is leaking pretty good, please fix. |
| Moorpark College | 100 - Grounds |  |  | 20679-141341 | Replace bad and missing wall packs in underpass with new LED wall packs. |
| Moorpark College | 16- ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-141267 | Please line the wood boards along the perimeter of enclosure CAR 05 in the Carnivore area with metal to prevent chewing. Please coordinate with zoo staff to lock off animal to go into enclosure. Alisa has approved this work order. Thank you. |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 124A - Lab Prep | 14211-141429 | Ceramics room door lock is not working, needs to be cleaned out from clay or whatever debris is in the lock. |


| Moorpark College | 6 - PHYSICAL SCIENCE |  |  | 14209-141497 | Myhanh Tu's Key will not charge and no longer works. Needs a new key ASAP. She is a lab tech and needs access to all labs. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 113 - Mens Rest Room | 20287-141509 | The men's restroom urinal is continuously running and will not stop in the SSA building. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101-Office | 20134-121316 | Plaque installed in Alumni Aviary. Please see staff for details |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 152 - Stage | 14218-141314 | The Main Stage door in PA-152 closest to the main building hallway is not secure. The latch stays in and doesn't open to catch on the strike plate. So the door is locked, but can still be pulled to open. <br> Reported by Melissa Lay, PAC Technician I <br> mlay@vcccd.edu <br> 805-652-7779 ext.51072 |
| Moorpark College | 19 - L SCI/MATH/COMP |  |  | 14221-141207 | LMC 231 \& LMC 233 have some ceiling lights that have gone out and need replacing, please. <br> Thank you! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 124 - Workroom, Faculty | 20143-140784 | Please install blinds on the last left window of the exterior window in Professor Christina Lee's office. The sun is very bright coming through the office window and can be blinding at times. This is just like the blink that was installed in Professor Jamee Maxey's office. <br> Thank you, <br> Marcela Hernandez |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 2 | 203B - Class Lab Service | 20143-141506 | Per Mary Swanson: <br> Where: HSC-203-B <br> What: Terminate plumbing closer (flush if possible) to wall. <br> Note: This is referring to the piping that was attached to the steam generator that had been previously disconnected by plumber. <br> Thank you! |


| Moorpark College | 4 - FOUNTAIN HALL |  |  | 14208-141541 | I need key access the East side door of Fountain Hall and to the Scholarship Office room 210C for Saturday, May 14th from 7:30 to 2:30pm. The MCF Scholarship Reception will be on the 14th of May and I need access to the Fountain Hall and my office (Scholarship Office) to get the supplies for the event. <br> I received authorization by my Supervisor, Dr. Jennifer Clark to have key access to Fountain Hall and the Scholarship Office. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 1 | 124-Classroom | 14221-141510 | LMC-124 interior door leading into LMC-138/139 remains stuck in the unlocked position. The custodial reported this yesterday and again this morning. |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 137 - Copy Center | 14210-141523 | MC Copy Center requesting one small 2 drawer file cabinet for storage purposes. Please contact MC Copy Center for more information at x1526 or contact Michael Ricardi at (805) 414-1454. THANK YOU <br> * Jennifer Clark has approved request (refer to email). |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 137 - Copy Center | 14210-141521 | Please pick up 7 boxes of e-waste and a box of used cartridges. All boxes are marked M\&O. <br> Thank you! |
| Moorpark College | 46 - PE ANNEX | Floor 1 | 101 - CONFERENCE | 14224-141533 | Please deliver a small locking cabinet to the head football coach's office |
| Moorpark College | 18 - EATM ADMIN |  |  | 20134-141501 | Dean Carol Higashida has a new Provisional Admin, Lilian Arevalo who will need new keys with the same access as her permanent Admin, Stephanie Kostezak, please. Lilian's ID is 900603556, Stephanie's ID is 900531575 Please let me know if you need any further information. Thank you! |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 107B - Inactive Area | 20287-141475 | Could you please grant Claudia a hard key for room 107B for SSA. Attached please find the key request form. Thank you. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 141 - Office Service | 14207-141602 | Could not open storage room A-141 inside of the Vault A142. Cylinder was just spinning, reported by Michele Perry |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-141573 | We need our red electrical plugs checked in the Health Center. I plugged our laminator and it works then it turns off. We just want to make sure they are working fine. If you have any questions please let me know. |


| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-141637 | I am requesting the air-conditioner be on in the Campus Center and dining room on Saturday, May 14th for the Moorpark College Foundation Scholarship Reception. The times requested are 8:00am to 1:30 pm. <br> Thank you. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 3-GYM |  |  | 14222-141558 | Please move Adam's stand up desk to his office either Friday, May 13 or Wednesday, May 18. Please contact Adam to confirm which date is better for you. |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 233-Class Lab Service | 14221-141495 | Per Edwin: they have recyclable material and cardboard that's been piling up in their lab that they need picked up and removed, please. <br> Thank you! |
| Moorpark College | 51 - EATM BUILDING | Floor 2 | 208 - Lecture Hall | 20135-141388 | Hello! We have been approved to use EATM Lecture Hall 208 for our HSMC Awards Night and wanted to make sure someone would be able to unlock the room and nearby restrooms for us prior to the event ( $4 \mathrm{pm}-8: 30 \mathrm{pm}$ ). Please let us know if there is anything needed from us to complete this request. Thank you! (2022-05-09 16:45) <br> Whoops! I forgot to add the date. It is set for Wednesday, May 11th from 4pm-8:30pm. Thank you! <br> (2022-05-10 19:06) |
| Moorpark College | 8 - APPLIED ARTS | Floor 1 | 118 - Women's <br> Restroom | 14211-141205 | Hi there! Both soap dispensers in the AA women's restroom are out of soap. Could you please refill? Thanks! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-140665 | Retirement celebration for Mary Rees: Friday, May 13, 5 7:30pm <br> 1. Move tables and chairs, as below, from Cafeteria to Library Patio before 3pm on May 13; then return tables and chairs to Cafeteria on May 14 <br> $9 \times$ small round bar tables <br> High chairs that go with these tables <br> 5 x foldable 8' tables <br> 2. Check bathrooms for guests before and after the event. (2022-04-26 15:45) <br> Could you please also bring up to the Library patio the large, round ice container on wheels? I hadn't appreciated you have access to this and had contacted ASMC but I gather this is "yours." Thank you, Eric!! (2022-05-03 14:12) |


| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-140594 | On May 13th I need to have the round tables and chairs arrange in a different format in the Campus Center for the MCF Scholarship Reception on May 14th. I will also have an extra 200 chairs that will be setup. I will need extra trash cans, cleaning of bathrooms, and cleaning of the entrance to the Campus Center. I would like to please meet with Eric Lopez the week of May 9th to go over the setup. (2022-04-25 17:02) <br> I met with Eric Lopez on May 3rd to go over the logistics of the setup on May 13th in the Campus Center Cafeteria for the MCF Scholarship Reception on May 14th. I need the Campus Center opened by 8:00am on Saturday, May 14th to start setting up for the reception that starts at 10:00am. (2022-05-11 16:53) |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 4 - FOUNTAIN HALL | Floor 1 | 117-Assessment Center | 14208-141775 | Counseling Services Specialist, Cassandra Marcum 900450685, <br> Needs Access Points to: <br> Fountain Hall Exterior <br> FH 117 <br> FH 120 exterior main door <br> FH 120A - L (every office inside Fountain Hall 120) |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-141746 | Hello, can you please deliver 3 cases of paper to Marcela Hernandez, thanks! |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 115 - Corridor | 14214-141747 | The rug just outside the double doors is ripped and an instructor complained that it is a trip hazard. Please replace. Thank you. |
| Moorpark College | 100 - Grounds | Floor 1 | Stadium | 20679-141585 | cut some drain covers on the service road by the field house and four of them in front of the home side bleachers in the stadium. This is for graduation next Friday to try and prevent heels getting stuck in the drain grill cover. |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-141248 | We purchased a table and would like to have the metal legs cut approximately 4 to 5 inches. |
| Moorpark College | 3-GYM | Floor 1 | 128 - Office | 14222-141663 | Please assemble Adam Black's new desk. Please contact Adam or Leanne and let us know when you will assemble it. <br> Thank you. |


| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-141566 | Good morning! <br> Could we please have a dumpster delivered to the library on May 18th? We will likely need a dumpster through the summer semester to complete our weeding projects. <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-139382 | We could use more 649 locks. I currently do not have any spares. I also have quite a few that can be taken down for repair when possible. Thanks! |
| Moorpark College | 28 - SSSP | Floor 1 | 107-Office | 20140-141763 | Hello, the thermostat in this office is not working. Can someone please come and check it out? Thank you so much Claudia |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's <br> Center | 20287-141756 | Please put lock on the door from Johnny Conley's office to the door leading to the Lounge in the VRC. There will be a sign on the door leading to the lounge. Thank you. |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 3 | 316 - Office | 14231-141850 | There are holes in the wall and needs painting |
| Moorpark College | 19 - L SCI/MATH/COMP | Floor 2 | 202-Office | 14221-141891 | Ashley Barbier has an extra large file cabinet in her office, LMC 202 that she would like removed, please. It's empty and on the east wall. <br> Thank you! |
| Moorpark College | 100 - Grounds | Floor 1 | Stadium | 20679-141973 | Hang banners for graduation along driveway and near stadium |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 111 - Waiting Room | 14207-141948 | We have a returning Staff starting on 5/23/22. Lisa Barra-Ibarra@vcccd.edu-900790341. She will be using Erin Crenshaw Key. Erin last day is today $5 / 18 / 2022$. I have the key. Please change the name. Please let me know when to dock the Key. Call us if you have any questions. 805-3781413. Marie |
| Moorpark College | 79 - Field House | Floor 1 | 1 - Meeting Room | 30701-141977 | Please move two file cabinets to this room. See Traycie for more information. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 144 - Women's <br> Restroom | 14207-141988 | Hello, <br> The hand soap dispenser in the women's restroom is not working |


| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 116 - Corridor | 14218-141990 | There are 3 tables in the PAC that are no longer in use, if they can please be removed. In the hallway (PA-116) across from PA 119 there are 2 smaller tables next to the trash can and on the 3rd floor outside PA 302 there is a large conference table. (See photos) Thank you, Melissa <br> Requested by Melissa Lay, PAC Tech / Email mlay@vcccd.edu |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 3 - GYM | Floor 1 | 105 - Office | 14222-142036 | One of the drawers to my file cabinet is broken. I cannot close it so that means I cannot open the other drawer. |
| Moorpark College | 3 - GYM |  |  | 14222-141946 | Can we please have six high tops delivered to the Field House for Friday's Pre-Ceremony Mixer? We will begin setting up at 2 pm on the 20th. Thank you! <br> Please contact Debi with any questions. <br> dklein@vcccd.edu (818) 357-7762 (Cell) |
| Moorpark College | 3-GYM | Floor 1 | 1 - Gymnasium | 14222-140765 | Please see attached pictures. <br> Per Professor Christina Lee, Nursing is borrowing, with Kristen Robinson's permission, two blue EZ-up tents from ASMC for the outdoor nursing pinning ceremony. Please move the two blue EZ-up tents plus the weights for them from the ASMC bunker behind the campus center to the Gym Deck by 9:00am on Friday May 20, 2022. The tents will go in the locations marked with a "T" on the attached diagram. Thank you. <br> Also, per Professor Christina Lee, Second work order: Shortly after 12:30pm on Friday May 20, 2022, please move the two blue EZ-up tents from ASMC that nursing was using from the Gym Deck to the stadium for Commencement. Thank you. <br> Marcela Hernandez |


| Moorpark College | 40-LIBRARY LEARNING RESOURC |  |  | 14214-139337 | Hello! This is a HSMC graduation ceremony request for May 20th to have the railing on the ground level concrete terrace cleaned of bird excrement by 12 pm (not sooner in case it accumulates by the time our ceremony begins). We would also like to request to have our graduation ceremony banner hung from the center of the 2nd floor LLR balcony (it has rivets along its edges for rope or zip ties). The banner is being kept in our main office (conference room) next to TR 5. Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 40-LIBRARY LEARNING RESOURC | Floor 1 | 127 - Mens's <br> Restroom | 14214-139334 | Hello! We have been approved to use the concrete staging area behind LLR (facing the lawn space) for our high school graduation ceremony. Please unlock the front entrance to the LLR, the men's/women's restroom and LLR 124 on May 20th, 2022. |
| Moorpark College | 79 - Field House | Floor 1 | 1 - Meeting Room | 30701-137662 | Please have the meeting room cleaned and 4 tables in the room for the graduation ceremony on 05/20/2022. Thank you! |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-135506 | There are hugs hard water spots on the outside of the windows in HSC 120 that have been hard to remove. Is there a way that someone might be able to clean the windows so the spots are removed? Thank you so much |
| Moorpark College | 16 - ZOO CLASSROOM |  |  | 20154-140684 | Install 3/4" PVC, GRC and deep strut in saw cut trench. |
| Moorpark College | 11 - HUMANITIES SOC SCI | Floor 1 | 116 - Office | 14216-142013 | Please provide a nameplate for the dean's door at HSS-116. Josepha Baca <br> Dean, Student Learning <br> Thank you! |
| Moorpark College | 27 - PERFORMING ARTS | Main Floor | 154 - Scene Shop | 14218-141987 | This morning while attempting to unlock the outside door to the scene shop, PA-154 my electric key became stuck. It was able to be removed when the dead bolt was locked and unlocked from the inside. I would appreciate it if someone could tak a look at the lock. <br> Thank you, Melissa <br> -Reported by Melissa Lay, PAC Tech / Email: <br> mlay@vccod.edu |


| Moorpark College | 3-GYM | Floor 1 | 1-Gymnasium | 14222-142011 | Per Professor Christina Lee please have M\&O to check the outlets that are around the Gym Deck? One outlet that the students let me know just now that they wanted to did not have power going to it. I think Michael Grimes from the PAC has checked the outlets he was planning to use, that are closer to the Gym building on the Deck, but it probably wouldn't hurt to check either now or when the electrician gets in tomorrow morning. Thank you, |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-135181 | In hoofstock, 1 donkey (James) is severely chewing the wood along the back of his enclosure. We have tried using bitter apple spray to deter him but have been unsuccessful. Can you replace the wood and add a metal liner around it like the other stalls to prevent him chewing? |
| Moorpark College | 2 - BUSINESS TECHNOLOGY |  |  | 14212-142124 | Andrea Nemeth - Math Faculty - Part Time - 900345855 - MF 7AM-7PM <br> Needs key programmed to have access to classrooms on the first floor |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 137 - Copy Center | 14210-142097 | In the faculty/staff self-serve Copy Room next to the Copy Center in Campus Center, there are some bulbs out above the large copier. Can we have those replaced, please. <br> Thank you! |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-142167 | Please update Traycie Kephart's cyberkey to include the restrooms and the glass doors on the side of the dining room for May 28 \& 29 only. She will be holding her team banquet in the dining room on May 299 |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 136 - Class Lab | 14209-142197 | Needs key updated with access to PS136 |
| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 137 - Copy Center | 14210-142098 | There are a couple of ceiling tiles close to the doorway that have some water damage. Is it possible to have the area above the tiles to be checked, making sure it is nothing serious and have the stained tiles replaced? |
| Moorpark College | 60 - Park Str/Police Stat | Floor 1 | 1 - Elevator | 22599-141511 | Parking structure has an elevator that is not working. |
| Moorpark College | 1 - ADMINISTRATION | Floor 1 | 100 - President's Waiting Area | 14207-142104 | Please deliver two cases of paper to Gabby Chacon, thanks! |


| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-141993 | Hello! <br> We have already filled up the dumpster you brought us. Could you please empty it and bring us a fresh one? <br> Thank you! |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 128 - Office, Faculty | 20143-142165 | Please create a name plate for our new nursing faculty Heidi Merickel for her office in HSC 128. Id\# 900126236 and have it read as follows: <br> Heidi Merickel <br> Nursing Faculty |
| Moorpark College | 50 - HEALTH SCIENCE CENTER | Floor 1 | 120 - Department Office, Nursing | 20143-142166 | Please issue a cyber key to our new full-time nursing faculty Heidi Merickel 900126236. I have attached the spreadsheet with the door request. <br> Thank you, Marcela |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC | Floor 3 | 320 - Office | 14214-141710 | Rena Petrello is moving offices. <br> She is currently in LLR-320 and is moving to AC-316 <br> 1. She needs boxes given to her. <br> 2. She needs assistance moving the boxes to her new office. |
| Moorpark College | 3 - GYM | Floor 1 | 126 - Training Room | 14222-142031 | Please check the tires on the cart used by the trainers. The seem low. |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 137 - Lab Prep | 14209-142232 | Could you please pick up 4 boxes of broken glass waste located in front of room PS 137? |
| Moorpark College | 40 - LIBRARY LEARNING RESOURC |  |  | 14214-142446 | We have filled another dumpster and are ready for a fresh one! <br> Thank you! |
| Moorpark College | 16-ZOO CLASSROOM | Floor 1 | 2-Zoo | 20154-137119 | The electrical in the tool shed is housed in a metal tube. The tube has become disconnected at one place and bare wire is showing through. Could you please reconnect and cover the bare wire? Also, is it possible to install more outlets from that electrical source so we can charge more tool batteries at one time? Please see Kris Romero for details. |


| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 2 | 208-Lab | 14209-142478 | Two of the three door locks for Room PS-208 seem to be having a problem: <br> -The Side Door Lock (facing northwest side of the PS Building) does not seem to work at all. You can insert the cyber key to open the door, but the lock barrel just spins without opening the door latch. <br> -For the main room entry, the cyber key can be inserted, but it will not open the door. I checked to make sure my key is programmed, and when inserted in the door, the green light comes on, the key DOES NOT beep, but it will not open the door. <br> The only PS-208 door lock that is working is the door at the back of the room (southwest side of the building). |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 6 - PHYSICAL SCIENCE | Floor 1 | 104 - Class Lab | 14209-142465 | waste pickup in PS104 It is 2 bins and I have attached the manifest for them |
| Moorpark College | 54 - Student Services Annex | Floor 1 | 108 - Veteran's Center | 20287-142172 | There are a missing tile and water stained tile in the veterans center ceiling in there lounge area. see attached photo |
| Moorpark College | 79 - Field House | Floor 1 | 1 - Meeting Room | 30701-142170 | Please add two wheels to the podium. The wheels were broke off from graduation and one is missing. The podium is in the field house, please see attached photo. |
| Moorpark College | 82 - Flexible Learning room 2 | Floor 1 | 1 - Modular | 30802-142531 | Please issue a loaner key to Peter Tshing for the memorial day weekend FHF cal cup event. 05/27 through 05/31, thanks! |
| Moorpark College | 49 - ACADEMIC CENTER | Floor 2 | 233 - Dean's Office | 14231-142569 | Would we be able to get ant traps for the Deans room |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101 - Office | 20134-142435 | Recently the fire alarm at the zoo was pulled by a guest, and we did not have a key to reset the alarm. Could we please get a copy of the CAT 45 key for the control station? When checking the control station, the fire department also found that the battery needs to be checked. Can you please check the batter for the fire alarm control station (inside of the veterinary office?) |
| Moorpark College | 16-ZOO CLASSROOM |  |  | 20154-142248 | If possible, reconfigure existing circuit to PAR area to be controlled by T-Stat. |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 105B - Class Lab | 20134-142595 | Overhead lights in Classroom 105 are not coming on and need to be looked at. Outlets are working. |


| Moorpark College | 7 - CAMPUS CENTER | Floor 1 | 146 - Cafeteria | 14210-142169 | Please have the lights on outside the Campus Center and in nearby parking lots on Sunday, May 23. <br> Please have the air on inside the Dining Room on Sunday, May 23. <br> Traycie Kephart is holding her team banquet on Sunday, May 23. Hours she will be in the facility are 2-10:30 p.m. Set up/clean up/event. |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Moorpark College | 54 - Student Services Annex | Floor 1 |  | 20287-122705 | The air conditioning is not working in the International Student offices. SSA- 100B is the location. Contact Claudia Wilroy. |
| Moorpark College | 45 - CHILD DEVELOPMENT CENTER | Floor 1 | 131 - OBSERVATION ROOM | 14215-141926 | On the patio of CD 131 is a large art table which we would like to have sanded and re-pained with chalk-paint (it was done pre-Covid). <br> It will be marked with red tape on the legs. <br> Thanks!! |
| Moorpark College | 18 - EATM ADMIN | Floor 1 | 101-Office | 20134-140266 | Flip-down door installed in the bedroom of PRG 06 (just like the one installed in PGR 07) |
| Moorpark College | 16 - ZOO CLASSROOM | Floor 1 | 100 - Office | 20154-142664 | Please deliver 1 case of paper to Alisa Behar, thanks! |






|  | warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-15 10:18:07 | 2021-07-15 10:32:15 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 104.0 | In-House | 2021-07-07 08:07:30 | 2021-07-07 10:58:26 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 104.0 | In-House | 2021-07-15 16:30:01 | 2021-07-16 08:47:14 |  |
|  | warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-19 14:51:20 | 2021-07-20 06:37:34 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-20 12:32:09 | 2021-07-21 08:44:23 |  |




|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-28 08:24:37 | 2021-07-28 10:24:17 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 |  | 2021-07-27 14:18:05 | 2021-07-27 14:18:32 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-28 06:57:33 | 2021-07-28 10:16:27 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-19 16:45:37 | 2021-07-20 06:39:27 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-22 11:19:51 | 2021-07-23 06:11:21 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-28 13:30:00 | 2021-07-29 06:20:24 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-20 08:20:24 | 2021-07-21 08:43:52 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-29 09:32:35 | 2021-07-29 15:06:07 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-29 14:00:32 | 2021-07-29 15:08:59 |  |


| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 25.0 | In-House | 2021-07-29 06:16:24 |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| warehouse | Freedman, Geoff | Completed | 0.0 | In-House | 2021-07-29 13:11:57 | 2021-07-29 15:08:31 |  |
| warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-29 12:41:00 | 2021-07-29 15:07:08 |  |
| warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-29 12:36:14 | 2021-07-29 15:06:39 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-28 14:05:19 | 2021-07-29 06:22:53 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-16 15:40:41 | 2021-07-19 06:44:14 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-05 17:25:52 | 2021-07-05 18:29:56 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 50.0 | In-House | 2021-07-15 17:32:37 | 2021-07-16 09:39:09 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 11.33 | In-House | 2021-07-29 12:49:32 | 2021-07-29 15:08:07 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-22 16:12:44 | 2021-07-23 06:07:41 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-30 10:06:01 | 2021-08-02 06:21:37 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 520.0 | In-House | 2021-08-02 12:24:10 |  |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2021-08-03 08:13:55 | 2021-08-03 08:14:12 |  |
| warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 08:42:01 | 2021-08-03 11:22:34 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 10:44:24 | 2021-08-03 11:34:00 |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 08:42:51 | 2021-08-03 11:23:14 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-02 17:04:32 | 2021-08-03 11:24:37 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 09:13:09 | 2021-08-03 11:25:58 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-02 09:37:18 | 2021-08-03 11:29:39 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-03 13:29:25 | 2021-08-03 14:11:41 |  |
| warehouse | Hurtado, Ramiro | Completed | 0.0 | In-House | 2021-08-03 09:51:58 | 2021-08-03 11:44:13 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-29 11:11:29 | 2021-07-29 15:02:03 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 08:55:13 | 2021-08-03 11:25:32 |  |


|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-26 09:43:08 | 2021-07-26 12:56:12 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-03 12:07:41 | 2021-08-03 12:28:25 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-03 08:51:13 | 2021-08-03 12:21:46 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 14:04:10 | 2021-08-03 11:42:52 |  |
|  | warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 11:47:44 | 2021-08-03 11:38:52 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 13:32:21 | 2021-08-03 11:42:24 |  |


|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 08:46:22 | 2021-08-03 11:23:53 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-07-21 15:16:31 | 2021-07-29 06:57:31 |  |
|  | signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 09:18:26 | 2021-08-03 11:27:16 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2021-08-04 10:05:28 | 2021-08-04 10:05:39 |  |






|  | custodial | Pette 111, Hosey (hosey_pette@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-02 10:23:42 | 2021-08-03 11:18:13 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Pette 111, Hosey (hosey_pette@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-02 10:20:28 | 2021-08-03 11:21:42 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-05 09:55:58 | 2021-08-05 10:17:45 |  |
|  | warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-06 09:39:25 | 2021-08-09 06:05:38 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-05 08:03:00 | 2021-08-05 08:57:39 |  |
|  | locksmith | Judy, Jason (jjudy@vcced.edu) | Completed | 0.0 | In-House | 2021-07-25 16:47:37 | 2021-07-26 06:06:45 |  |



|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-09 10:23:31 | 2021-08-09 11:02:56 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-09 09:16:54 | 2021-08-09 09:29:17 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-20 18:35:15 | 2021-07-21 06:46:22 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-22 13:01:29 | 2021-07-23 06:12:19 |  |
|  | custodial | Luther, Dennis (dluther@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-06 09:30:55 | 2021-07-07 14:55:14 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 104.0 | In-House | 2021-08-10 10:14:26 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-10 10:58:39 | 2021-08-10 15:02:03 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-10 13:44:37 | 2021-08-10 15:00:45 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 09:45:07 | 2021-08-03 11:30:38 |  |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-09 12:11:41 | 2021-08-09 14:46:11 |  |


|  | plumber | Sayles, Greg (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-19 08:42:55 | 2021-07-20 06:35:51 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-10 16:10:12 | 2021-08-11 10:49:52 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-06 11:48:56 | 2021-08-09 06:07:45 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-06 15:23:33 | 2021-08-09 06:08:33 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-06 15:24:02 | 2021-08-09 06:09:06 |  |
|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-11 11:48:39 | 2021-08-11 14:53:36 |  |


| electrical | Burns, Jeremiah (jburns@vccod.edu) | Completion <br> Confirmed | 50.0 | In-House | 2021-07-28 16:45:18 | 2021-07-29 06:24:28 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| custodial | Luther, Dennis (dluther@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-10 10:05:06 | 2021-08-10 12:09:50 |  |
| custodial | Luther, Dennis (dluther@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-10 10:05:06 | 2021-08-10 12:09:18 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-11 15:22:50 | 2021-08-12 06:15:21 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-12 10:13:40 |  |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-11 11:37:14 | 2021-08-11 14:53:07 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-30 17:02:29 | 2021-08-02 06:21:07 |  |
| warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-11 15:28:17 | 2021-08-12 07:13:54 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-06 15:24:29 | 2021-08-09 06:09:49 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-12 07:57:44 | 2021-08-12 08:58:00 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-11 15:23:15 | 2021-08-12 06:16:14 |  |



| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-12 10:14:48 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| custodial | Luther, Dennis (dluther@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-11 15:57:04 | 2021-08-12 06:35:29 |
| custodial | Pette 111, Hosey (hosey_pette@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-11 15:48:49 | 2021-08-12 06:36:45 |
| custodial | Pette 111, Hosey (hosey_pette@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-06 17:13:13 | 2021-08-09 07:12:38 |
| custodial | Pette 111, Hosey (hosey_pette@vccod.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-06 15:46:46 | 2021-08-09 07:14:20 |
| custodial | Pette 111, Hosey (hosey_pette@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-06 15:46:12 | 2021-08-09 07:15:22 |


|  | custodial | Pette 111, Hosey (hosey_pette@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-06 15:44:59 | \|2021-08-09 07:17:40 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-08 13:24:31 | 2021-08-09 07:19:15 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-08 13:23:00 | 2021-08-09 07:19:40 |  |
|  | custodial | Serros, Richard <br> (richard_serros1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-06 11:35:55 | 2021-08-09 07:01:06 |  |
|  | custodial | Landeros, Roberto (roberto_landeros1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-04 09:56:51 | 2021-08-09 07:47:33 |  |
|  | custodial | Navarro, Francisco (fnavarro@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-02 12:01:58 | 2021-08-03 11:14:41 |  |
|  | locksmith | Judy, Jason (jjudy@vccod.edu) | Completed | 0.0 | In-House | 2021-08-12 15:32:32 | 2021-08-13 06:07:06 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-12 14:13:25 | 2021-08-13 06:05:59 |  |





| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-16 14:07:56 | 2021-08-16 14:20:07 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| plumber | Sayles, Greg | Completed | 0.0 | In-House | 2021-08-16 16:28:39 | 2021-08-17 06:14:57 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 104.0 | In-House | 2021-08-02 09:44:52 | 2021-08-03 11:30:12 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 104.0 | In-House | 2021-08-09 07:32:53 | 2021-08-09 07:49:06 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-12 13:51:02 | 2021-08-13 06:04:40 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-10 16:54:57 | 2021-08-11 10:42:03 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-02 15:10:22 | 2021-08-03 11:43:50 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-17 09:30:43 | 2021-08-17 10:27:59 |  |



| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-18 09:51:37 | 2021-08-18 14:25:20 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-16 09:47:22 | 2021-08-16 14:13:18 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 104.0 | In-House | 2021-08-17 17:03:51 | 2021-08-18 06:14:45 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-18 16:03:23 | 2021-08-19 06:18:02 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-11 14:41:47 | 2021-08-11 14:55:53 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-18 11:13:12 | 2021-08-18 14:26:12 |  |
| maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-03 10:13:10 | 2021-08-03 11:44:48 |  |
| maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-16 08:39:49 | 2021-07-16 08:48:54 |  |
| plumber | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-08 08:51:49 | 2021-07-08 13:01:04 |  |





|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-20 12:04:58 | 2021-08-23 06:23:48 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-19 11:10:16 | 2021-08-20 06:15:46 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-19 14:17:04 | 2021-08-20 06:17:07 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | \|2021-08-19 11:21:10 | 2021-08-20 06:09:26 |  |
|  | warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-20 11:32:52 | 2021-08-23 06:22:17 |  |



| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-24 14:08:36 | 2021-08-25 06:43:42 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-24 08:46:47 | 2021-08-24 09:01:46 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-23 13:34:17 | 2021-08-24 09:09:07 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-24 11:42:08 | 2021-08-24 13:16:02 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-23 11:20:41 | 2021-08-24 09:00:26 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-03 10:23:43 | 2021-08-03 12:04:59 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-19 12:01:42 | 2021-08-24 09:09:56 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-24 16:38:21 | 2021-08-25 06:46:25 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-24 13:56:58 | 2021-08-25 06:43:17 |  |
| custodial | Luther, Dennis (dluther@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-24 11:15:41 | 2021-08-24 11:51:17 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-24 10:32:01 | 2021-08-24 13:13:26 |  |


|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-19 09:52:26 | 2021-08-20 06:14:08 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Johnson, Tim (tjohnson@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-25 11:10:28 | 2021-08-25 11:36:29 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-25 10:07:03 | 2021-08-25 11:07:00 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-25 09:21:53 | 2021-08-25 11:03:52 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-19 10:33:07 | 2021-08-20 06:14:44 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 4.0 | In-House | 2021-08-24 13:38:39 | 2021-08-25 06:42:16 |  |
|  | electrical | Burns, Jeremiah (jburns@vccod.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-24 13:53:42 | 2021-08-25 06:42:54 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-23 10:03:44 | 2021-08-24 08:56:01 |  |



| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-26 15:24:28 | 2021-08-27 06:46:41 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-27 07:56:23 | 2021-08-27 08:13:44 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-25 14:33:55 | 2021-08-26 07:14:18 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 104.0 | In-House | 2021-08-20 17:42:21 | 2021-08-23 06:24:16 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 104.0 | In-House | 2021-08-18 08:30:30 | 2021-08-18 14:24:13 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 624.0 | In-House | 2021-08-16 10:32:28 | 2021-08-16 14:16:18 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 416.0 | In-House | 2021-08-10 16:26:17 | 2021-08-11 10:41:19 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-10 10:53:03 | 2021-08-10 14:58:17 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-09 13:11:37 | 2021-08-10 10:17:35 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-24 16:36:39 | 2021-08-25 06:46:03 |  |



| HVAC | Magallanes, Armando <br> (armando_magallanes2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-23 13:31:41 | 2021-08-24 09:01:21 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| HVAC | Magallanes, Armando <br> (armando_magallanes2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-23 11:55:05 | 2021-08-24 09:00:51 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 17:24:48 | 2021-08-31 06:15:31 |  |
| HVAC | Magallanes, Armando <br> (armando_magallanes2@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-18 10:54:00 | 2021-08-18 14:25:48 |  |
| warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 14:50:47 | 2021-08-31 06:07:22 |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-16 09:02:54 | 2021-08-16 09:51:30 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-26 11:34:32 | 2021-08-30 14:42:31 |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-11 16:28:21 | 2021-08-12 06:25:14 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 17:47:37 | 2021-08-31 06:11:11 |  |
|  | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-31 10:45:43 |  |  |



| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-31 16:49:34 | 2021-08-31 17:23:34 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 312.0 | In-House | 2021-08-30 15:06:26 | 2021-08-31 06:17:48 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-16 16:32:01 | 2021-08-17 06:15:46 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 10:02:56 | 2021-08-30 10:24:20 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-25 09:56:29 | 2021-08-25 11:04:31 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2021-09-01 07:26:03 | 2021-09-01 11:21:48 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-02 08:29:00 |  |  |
| signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 15:29:07 | 2021-08-31 06:18:10 |  |
| signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 16:44:26 | 2021-08-31 06:17:22 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 08:09:54 | 2021-08-30 08:48:30 |  |
| plumber | $\begin{array}{\|l\|} \hline \text { Sayles, Greg } \\ \text { (greg_sayles1@vcccd.edu) } \\ \hline \end{array}$ | Completed | 0.0 |  | 2021-09-01 07:28:20 | 2021-09-01 11:22:13 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-02 11:07:37 | 2021-09-02 12:33:04 |  |




|  | carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-26 10:54:51 | 2021-08-27 06:43:08 |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-07 11:06:35 | 2021-09-07 12:34:13 |  |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-27 13:57:00 | 2021-08-30 06:15:45 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-08 09:17:26 | 2021-09-08 10:20:37 |  |  |
|  | warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-02 08:39:26 | 2021-09-02 12:29:55 |  |  |
|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-31 17:10:54 | 2021-08-31 17:25:30 |  |  |







| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-08-24 16:23:18 | 2021-08-25 06:45:38 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-20 10:50:33 | 2021-08-23 06:21:48 |  |
|  | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completion Confirmed | 0.0 |  | 2021-09-08 13:46:10 | 2021-09-08 13:46:44 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-10 08:53:10 | 2021-09-12 12:36:22 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-16 11:48:29 | 2021-08-16 14:18:53 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-09-07 14:26:09 | 2021-09-08 06:08:44 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-07 10:11:35 | 2021-09-07 12:33:41 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-14 08:39:22 | 2021-09-14 08:59:53 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-11 10:09:46 | 2021-09-12 12:39:39 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-06 11:32:43 | 2021-09-06 15:24:52 |  |



| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-02 10:01:12 | 2021-09-02 12:30:31 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-07-28 09:26:46 | 2021-07-28 10:21:06 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-14 06:44:54 | 2021-09-14 08:57:38 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-14 08:35:22 | 2021-09-14 08:59:26 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-09 13:25:44 | 2021-09-10 06:47:01 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-09 13:20:42 | 2021-09-10 06:45:42 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-13 11:11:39 | 2021-09-13 13:22:11 |  |
|  | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-09-15 13:05:00 |  |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-23 09:39:13 | 2021-08-24 08:53:50 |  |


|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-17 10:01:33 | 2021-08-17 10:32:22 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-10 09:47:04 | 2021-09-12 12:35:44 |  |
|  | custodial | Navarro, Francisco (fnavarro@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-16 10:26:21 | 2021-09-21 08:35:28 |  |
|  | custodial | Bentrup, Richard (rbentrup@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-15 13:45:18 | 2021-09-16 08:54:14 |  |
|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-15 16:16:42 | 2021-09-16 06:16:57 |  |
|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-15 16:01:34 | 2021-09-16 06:15:07 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-15 14:11:10 |  |  |
|  | maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 |  | 2021-09-16 09:14:16 | 2021-09-16 10:46:52 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-16 09:27:01 | 2021-09-16 10:46:28 |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-08 09:42:32 | 2021-09-08 10:22:31 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-09-09 14:00:40 | 2021-09-10 06:48:03 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-15 09:12:24 | 2021-09-16 06:11:00 |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-16 16:56:55 | 2021-09-17 06:17:01 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-14 13:01:53 | 2021-09-15 06:10:37 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 12.0 | In-House | 2021-09-14 16:36:26 | 2021-09-15 06:12:44 |  |
|  | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 12.0 | In-House | 2021-09-15 09:32:26 |  |  |
|  | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 36.0 | In-House | 2021-09-15 09:33:53 |  |  |




|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-20 14:56:59 | 2021-09-21 06:05:45 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-19 16:30:58 | 2021-09-20 06:18:57 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-20 10:23:17 | 2021-09-21 06:02:08 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-20 11:33:31 | 2021-09-21 06:02:38 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-21 07:37:38 | 2021-09-21 08:35:33 |  |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-20 16:51:45 | 2021-09-21 08:30:44 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 4.0 |  | 2021-09-21 08:39:43 | 2021-09-21 12:48:03 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-04 17:19:18 | 2021-08-05 06:44:34 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 |  | 2021-09-21 16:03:36 | 2021-09-21 16:03:48 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-21 17:54:11 | 2021-09-22 06:25:27 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-15 13:30:20 | 2021-09-17 06:13:31 |  |


| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-21 11:30:34 | 2021-09-21 12:50:23 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Colvin, Scott (scolvin@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-21 11:44:33 | 2021-09-22 11:12:54 |  |
| HVAC | Colvin, Scott (scolvin@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-09-22 10:21:18 | 2021-09-22 11:44:47 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-21 12:38:03 | 2021-09-21 12:53:14 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-22 16:50:50 | 2021-09-23 06:11:32 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-09-22 14:22:38 | 2021-09-23 06:08:51 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-09-16 13:53:34 | 2021-09-21 06:01:43 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-22 12:58:31 | 2021-09-22 13:11:22 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-09-16 14:40:34 | 2021-09-21 06:00:52 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-09-20 13:44:32 | 2021-09-21 06:04:19 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 222.0 | In-House | 2021-09-07 13:43:01 | 2021-09-08 06:08:10 |  |



|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-24 10:48:17 | 2021-09-27 06:27:45 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-22 16:18:46 | 2021-09-24 06:33:22 |  |
|  | signage | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-17 10:34:01 | 2021-09-21 05:59:59 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-17 13:34:44 | 2021-09-20 06:18:06 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-27 09:05:06 | 2021-09-27 11:41:28 |  |
|  | custodial | Navarro, Francisco (fnavarro@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-27 11:36:26 | 2021-09-27 11:40:44 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-27 10:51:57 | 2021-09-27 11:42:31 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-27 11:51:05 | 2021-09-27 12:04:29 |  |




|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-02 10:53:02 | 2021-09-02 12:32:10 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Bentrup, Richard (rbentrup@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-30 17:26:35 | 2021-08-31 12:44:00 |  |
|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-30 12:14:00 | 2021-08-30 12:58:45 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-27 10:53:07 | 2021-08-30 06:13:59 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-26 16:14:54 | \|2021-08-27 06:48:29 |  |



|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-24 10:50:22 | 2021-09-27 06:28:15 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-29 10:07:56 | 2021-09-29 13:00:35 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-28 15:47:57 | 2021-09-29 07:24:31 |  |
|  | maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-07-14 16:12:32 | 2021-07-15 06:20:10 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-27 07:38:29 | 2021-09-27 11:24:32 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-23 12:44:07 | 2021-09-24 06:36:13 |  |
|  | locksmith | Judy, Jason (jjudy@vcced.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-22 11:44:24 | 2021-09-23 06:06:14 |  |




| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-04 16:05:35 | 2021-10-05 06:11:49 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-04 15:59:11 | 2021-10-05 06:11:22 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-04 13:20:16 | 2021-10-05 06:10:57 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-28 14:00:23 | 2021-09-29 07:21:07 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-23 16:24:20 | 2021-09-24 06:34:38 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-30 17:23:03 | 2021-08-31 06:16:49 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-04 11:42:42 | 2021-10-04 13:13:32 |  |
| warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-01 09:34:54 | 2021-10-01 10:04:55 |  |
| custodial | Edgar, Almazan (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-30 16:31:32 | 2021-10-01 10:05:35 |  |



| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-30 08:56:41 | 2021-10-05 13:35:08 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-10-05 15:09:39 | 2021-10-06 11:45:30 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-29 11:01:15 | 2021-09-29 13:05:33 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-07 07:47:25 | 2021-10-07 10:37:25 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-07 10:59:25 |  |  |
| warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-06 15:47:14 | 2021-10-07 10:36:28 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-05 15:58:14 | 2021-10-07 11:29:13 |  |
| warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-05 16:18:31 | 2021-10-06 11:52:16 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-06 14:24:31 | 2021-10-07 10:36:08 |  |


|  | HVAC | $\begin{array}{\|l\|} \hline \text { Magallanes, Armando } \\ \text { (armando_magallanes2@vcccd.edu) } \end{array}$ | Completed | 0.0 | In-House | 2021-10-06 08:10:48 | 2021-10-06 11:46:39 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-07 12:07:26 | 2021-10-08 06:19:09 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-05 09:39:07 | 2021-10-05 09:55:16 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-07 13:49:27 | 2021-10-08 06:22:19 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-11 08:13:33 | 2021-10-11 09:33:51 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-11 09:45:46 | 2021-10-11 09:58:09 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 95.0 | In-House | 2021-10-08 07:07:19 |  |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-11 09:52:49 | 2021-10-11 09:57:38 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-10-12 09:09:54 | 2021-10-12 14:58:38 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-12 11:52:19 | 2021-10-12 15:01:26 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-12 11:47:04 | 2021-10-12 15:00:27 |  |


| carpenter | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-05 12:22:34 | 2021-10-05 13:38:13 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-10 11:20:15 | 2021-07-12 06:19:14 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 |  | 2021-10-05 07:09:01 | 2021-10-05 09:54:07 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-07 13:41:10 | 2021-10-08 06:21:41 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-11 10:06:46 | 2021-10-11 13:44:44 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-12 15:00:46 | 2021-10-13 06:14:51 |  |
| HVAC | Magallanes, Armando <br> (armando_magallanes2@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-12 13:21:50 | 2021-10-12 15:02:16 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-12 08:52:01 | 2021-10-12 14:57:29 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-12 08:51:10 | 2021-10-12 14:56:29 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-13 11:01:44 | 2021-10-13 11:55:19 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-12 09:24:42 | 2021-10-12 14:59:06 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-13 15:53:15 | 2021-10-14 06:23:54 |  |






| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-23 08:44:09 | 2021-08-24 08:52:45 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| custodial | reeder, scott (sreeder@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-19 14:18:55 | 2021-08-20 05:26:29 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-19 14:06:50 | 2021-08-20 05:28:35 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-18 13:44:30 | 2021-08-18 14:30:06 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-18 11:49:41 | 2021-08-18 14:27:16 |  |
| custodial | Pette 111, Hosey | Completion | 0.0 |  | 2021-08-18 09:42:32 | 2021-08-18 09:42:49 |  |
| custodial | Landeros, Roberto <br> (roberto_landeros1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-18 08:52:47 | 2021-08-18 09:04:45 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-17 09:56:19 | 2021-08-17 10:31:37 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-17 08:35:51 | 2021-08-17 09:18:32 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-08-16 16:47:04 | 2021-08-17 06:16:13 |  |
| custodial | Dodds, Jason (jdodds@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-16 12:42:39 | 2021-08-16 13:28:12 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-16 09:45:23 | 2021-08-16 09:56:06 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-16 09:18:26 | 2021-08-16 09:55:06 |  |



| custodial | McClure, Monica (monica_mcclure1@vcccd.edu) | Completion Confirmed | 0.0 |  | 2021-08-09 11:22:10 | 2021-08-09 11:22:21 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-04 14:30:19 | 2021-08-05 06:38:43 |  |
| custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-04 09:12:29 | 2021-08-04 09:30:17 |  |
| custodial | Gabino, Robert (robert_gabino@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-02 09:35:56 | 2021-08-03 11:23:02 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-28 12:22:26 | 2021-07-29 07:52:12 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-28 12:20:23 | 2021-07-29 07:53:18 |  |
| custodial | Dodds, Jason (jdodds@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-07-26 14:45:35 | 2021-07-28 09:18:42 |  |



|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-10-14 09:13:59 | 2021-10-14 13:17:33 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-18 16:48:53 | 2021-10-20 09:56:35 |  |
|  | electrical | Smithson, Johnny | Completed | 0.0 |  | 2021-10-14 06:58:51 | 2021-10-14 06:59:15 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-19 14:33:12 | 2021-10-20 06:19:09 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-10-05 14:55:25 | 2021-10-06 11:43:40 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-10-19 16:04:32 | 2021-10-20 06:18:17 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 111.0 | In-House | 2021-10-11 17:38:30 | 2021-10-12 06:28:22 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 35.0 | In-House | 2021-10-21 06:13:45 |  |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-20 17:15:12 | 2021-10-21 06:12:41 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-20 12:29:51 | 2021-10-20 13:28:26 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 |  | 2021-10-21 07:28:15 | 2021-10-21 07:38:00 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-20 16:46:09 | 2021-10-21 06:12:11 |  |



| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-10-22 11:51:34 | 2021-10-23 07:12:24 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-05 10:20:11 | 2021-10-05 13:36:38 |  |
| custodial | Navarro, Francisco (fnavarro@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-21 13:40:47 | 2021-10-21 13:49:34 |  |
| custodial | Magallanes, Joseph | Completion | 0.0 |  | 2021-10-26 13:43:16 | 2021-10-26 13:43:26 |  |
| custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-26 12:49:12 | 2021-10-26 13:41:08 |  |
| custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-26 12:39:42 | 2021-10-26 13:39:52 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-26 08:59:30 | 2021-10-26 10:47:43 |  |
|  | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-27 06:42:32 |  |  |
| electrical | Burns, Jeremiah (jburns@vccod.edu) | Completion Confirmed | 125.0 | In-House | 2021-10-20 13:36:49 | 2021-10-20 15:20:13 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 4.55 | In-House | 2021-10-26 15:52:56 | 2021-10-27 06:07:03 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-10-26 14:05:37 | 2021-10-27 06:06:29 |  |




| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-07-19 14:59:41 | 2021-07-20 06:49:34 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| HVAC | Magallanes, Armando <br> (armando_magallanes2@vcccd.edu) | Completed | 32.0 | In-House | 2021-10-28 13:02:36 | 2021-10-29 06:17:10 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 15.44 | In-House | 2021-10-31 14:39:29 | 2021-11-01 06:12:19 |  |
| custodial | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-28 15:05:41 | 2021-10-29 10:43:05 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-29 11:37:03 | 2021-10-29 11:40:55 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-10-22 08:59:56 | 2021-10-23 07:10:02 |  |
| locksmith | Judy, Jason (jjudy@vccod.edu) | Completed | 111.0 | In-House | 2021-10-27 12:20:18 | 2021-10-27 15:05:18 |  |
| maintenance | Colvin, Scott (scolvin@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-06 10:17:48 | 2021-11-01 14:30:03 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 4.55 | In-House | 2021-10-27 15:52:54 | 2021-10-28 06:08:35 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 90.0 | In-House | 2021-10-28 12:31:55 | 2021-10-29 06:19:39 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-20 08:43:02 | 2021-09-21 06:00:25 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-02 07:14:28 | 2021-11-02 09:25:51 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-01 08:49:42 | 2021-11-02 09:22:44 |  |


|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-02 07:47:21 | 2021-11-02 09:26:50 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | warehouse | Hurtado, Ramiro | Completed | 0.0 | In-House | 2021-11-02 12:45:52 | 2021-11-03 06:26:21 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 4.0 | In-House | 2021-11-03 12:51:21 | 2021-11-03 13:12:56 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 95.0 | In-House | 2021-10-25 06:41:08 |  |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-03 14:16:54 | 2021-11-04 06:17:46 |  |
|  | custodial | Navarro, Francisco (fnavarro@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-03 14:46:11 | 2021-11-04 07:09:42 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-04 09:03:47 | 2021-11-04 09:57:21 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2021-11-04 08:01:54 | 2021-11-04 08:37:09 |  |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-03 16:38:46 | 2021-11-04 07:05:47 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2021-11-04 07:46:42 | 2021-11-04 08:02:45 |  |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-03 15:46:41 | 2021-11-04 07:08:35 |  |



|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-01 11:31:59 | 2021-11-02 09:25:16 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-21 08:40:49 | 2021-10-21 12:18:13 |  |
|  | welding | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-20 15:13:49 | 2021-10-21 07:37:33 |  |
|  | maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-09-22 08:25:21 | 2021-09-22 11:22:58 |  |
|  | welding | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-08-18 14:02:04 | 2021-08-18 14:31:29 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 15.44 |  | 2021-11-04 07:53:56 | 2021-11-04 08:04:04 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 23.16 |  | 2021-11-04 07:55:09 | 2021-11-04 08:04:29 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | $\begin{array}{\|l\|} \hline 1946 . \\ 68 \\ \hline \end{array}$ | In-House | 2021-11-04 07:55:56 | 2021-11-04 08:05:00 |  |
|  | signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-04 16:25:57 | 2021-11-05 06:07:44 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 7.72 | In-House | 2021-11-05 10:16:56 | 2021-11-08 06:44:30 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-10-28 14:36:49 | 2021-10-29 06:15:27 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 15.69 | In-House | 2021-11-05 14:00:02 | 2021-11-08 06:46:19 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-02 09:40:23 | 2021-11-02 11:28:07 |  |



| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-09 08:53:42 | 2021-11-09 14:36:03 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-09 08:31:43 | 2021-11-09 14:35:24 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-09 10:47:52 | 2021-11-09 14:37:47 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-09 10:53:41 | 2021-11-09 14:38:46 |  |
| warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-09 16:08:43 | 2021-11-10 06:54:11 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-09 12:04:47 | 2021-11-09 13:27:57 |  |
| custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-09 09:28:00 | 2021-11-09 13:30:27 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-09 13:12:07 | 2021-11-09 14:39:12 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-06 09:22:39 | 2021-11-08 06:48:30 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-05 11:51:14 | 2021-11-08 06:45:10 |  |



| maintenance | Alonso, Raul (ralonso@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-15 08:43:29 | 2021-11-15 11:59:52 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| painter | Alonso, Raul (ralonso@vcccd.edu) | Completion <br> Confirmed | 56.0 | In-House | 2021-09-07 11:41:55 | 2021-11-02 06:12:40 |  |
| painter | Alonso, Raul (ralonso@vcccd.edu) | Completed | 68.0 | In-House | 2021-11-04 08:02:36 | 2021-11-04 08:44:01 |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 8.0 | In-House | 2021-11-15 09:52:32 | 2021-11-15 12:01:07 |  |
| custodial | Hinajoso, Jesus (jesus_hinojosa1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-11-15 09:09:55 | 2021-11-16 07:34:51 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-11-08 10:12:27 | 2021-11-09 13:32:11 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 9.1 | In-House | 2021-11-12 12:02:34 | 2021-11-15 06:08:08 |  |
| warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-11-09 10:29:02 | 2021-11-09 14:37:26 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-15 15:48:56 | 2021-11-16 06:43:48 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-09 16:11:11 | 2021-11-10 06:55:00 |  |



| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-17 14:14:49 | 2021-11-17 18:03:20 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-17 13:50:33 | 2021-11-18 07:15:28 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-17 13:41:10 | 2021-11-18 07:16:22 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-11 15:22:51 | 2021-09-13 07:23:50 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-17 22:50:13 | 2021-11-19 06:22:25 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-15 09:54:18 | 2021-11-15 12:01:33 |  |
| maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-01 10:18:53 | 2021-11-05 08:37:41 |  |
| maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-14 16:36:09 | 2021-10-18 13:44:52 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 15.44 | In-House | 2021-11-21 12:25:12 | 2021-11-22 08:04:53 |  |



|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion <br> Confirmed | $\begin{array}{\|l} 213.9 \\ 6 \\ \hline \end{array}$ | In-House | 2021-11-20 10:31:42 | 2021-11-23 06:25:37 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 5.0 | In-House | 2021-11-22 11:50:16 | 2021-11-22 16:11:23 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 |  | 2021-11-04 10:01:11 | 2021-11-04 10:01:30 |  |
|  | custodial | Bentrup, Richard (rbentrup@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-22 10:55:39 | 2021-11-22 11:21:55 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-29 09:59:51 | 2021-09-29 12:57:46 |  |
|  | HVAC | Magallanes, Armando <br> (armando_magallanes2@vcccd.edu) | Completed | 8.0 | In-House | 2021-11-15 13:40:29 | 2021-11-16 06:43:22 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 12.0 | In-House | 2021-11-30 06:26:37 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-24 11:08:33 | 2021-11-29 06:24:53 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-28 10:51:21 | 2021-11-29 06:26:01 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-11-24 12:15:08 | 2021-11-24 12:19:34 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-11-30 07:24:50 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 124.0 | In-House | 2021-11-23 08:11:04 |  |  |


| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 4.55 | In-House | 2021-11-30 16:00:56 | 2021-11-30 16:26:58 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 4.55 | In-House | 2021-11-30 08:12:29 | 2021-11-30 16:23:18 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-30 09:01:15 | 2021-11-30 16:24:54 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-30 08:02:46 | 2021-11-30 16:22:04 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-11-30 16:45:37 | 2021-12-01 08:11:24 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 15.44 |  | 2021-12-01 11:04:04 | 2021-12-01 11:04:15 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 |  | 2021-12-01 11:10:19 | 2021-12-01 11:10:32 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 7.72 |  | 2021-12-01 11:15:11 | 2021-12-01 11:15:31 |  |
|  | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-02 08:15:14 |  |  |
|  | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-02 08:16:21 |  |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-11-30 16:59:39 | 2021-12-01 08:11:52 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-27 12:27:05 | 2021-11-29 06:25:27 |  |




|  | warehouse | Freedman, Geoff (gfreedman@vccod.edu) | Completion Confirmed | 9.1 | In-House | 2021-12-08 16:09:52 | 2021-12-09 07:28:50 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-12-07 10:24:24 | 2021-12-07 12:13:11 |  |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 |  | 2021-12-03 07:00:54 | 2021-12-02 11:38:05 |  |
|  | custodial | Pette 111, Hosey (hosey_pette@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-16 08:12:48 | 2021-11-17 07:45:47 |  |
|  | custodial | Landeros, Roberto <br> (roberto_landeros1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-09 11:52:49 | 2021-11-09 13:29:02 |  |
|  | HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 16.0 | In-House | 2021-12-07 15:00:21 | 2021-12-08 09:44:19 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-12-08 15:29:34 | 2021-12-09 07:28:11 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-07 16:39:20 | 2021-12-08 09:45:56 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2021-12-09 14:02:07 | 2021-12-09 14:02:16 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2021-12-09 13:59:42 | 2021-12-09 13:59:52 |  |




| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-12-10 11:04:23 | 2021-12-12 11:32:38 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-08 11:44:18 | 2021-12-09 07:27:43 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-12-16 09:42:17 | 2021-12-16 09:46:59 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-24 10:17:14 | 2021-11-24 12:18:32 |  |
| warehouse | Hurtado, Ramiro | Completed | 0.0 | In-House | 2021-12-15 17:59:23 | 2021-12-16 06:35:57 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-07 10:02:56 | 2021-12-15 14:44:31 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-17 11:23:17 | 2021-12-20 06:26:51 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 7.72 | In-House | 2021-12-17 16:07:11 | 2021-12-20 06:28:44 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 4.55 | In-House | 2021-12-20 07:37:53 | 2021-12-20 09:16:29 |  |


| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 9.1 | In-House | 2021-12-17 07:18:21 | 2021-12-20 06:26:02 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-12-16 13:35:41 | 2021-12-16 14:14:33 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 9.1 | In-House | 2021-12-15 09:50:48 | 2021-12-16 09:43:42 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-16 09:37:09 | 2021-12-16 11:32:36 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-20 12:25:06 | 2021-12-20 12:53:29 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 76.0 | In-House | 2021-12-21 08:10:11 | 2021-12-22 07:12:51 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2021-12-21 14:46:17 | 2021-12-22 07:16:13 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2021-12-21 13:30:52 | 2021-12-22 07:14:32 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-31 11:03:41 | 2022-01-03 08:51:40 |  |
| painter | Alonso, Raul (ralonso@vccod.edu) | Completion Confirmed | 0.0 | In-House | 2021-12-26 08:21:12 | 2022-01-03 08:50:21 |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 16.0 | In-House | 2022-01-01 11:06:45 | 2022-01-03 08:52:25 |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 20.0 | In-House | 2021-12-16 13:59:31 |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2021-12-15 15:18:59 | 2021-12-16 06:36:28 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-03 17:23:36 | 2022-01-04 19:25:04 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-04 09:56:40 | 2022-01-04 19:26:15 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-04 16:53:51 | 2022-01-04 19:30:01 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-12-10 14:25:21 | 2021-12-12 11:34:11 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-07 11:51:43 | 2021-10-08 06:18:25 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-01-03 13:00:13 | 2022-01-03 13:04:27 |  |
|  | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2021-08-19 11:16:23 |  |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-01-04 13:54:28 | 2022-01-04 19:28:31 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2021-11-10 09:29:10 | 2021-11-12 09:08:30 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-14 08:12:11 | 2021-12-15 06:14:45 |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 222.0 | In-House | 2021-12-15 08:04:00 | 2021-12-15 14:45:28 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-12-20 09:17:27 | 2021-12-20 12:53:59 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 555.0 | In-House | 2021-12-20 11:55:40 | 2021-12-20 12:54:23 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-12-20 13:52:01 | 2021-12-21 06:11:59 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2021-12-21 08:12:16 | 2021-12-22 07:13:17 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2021-12-22 10:20:55 | 2021-12-22 16:47:07 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-04 11:52:31 | 2022-01-04 19:26:41 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-01-04 14:03:58 | 2022-01-05 07:42:00 |  |
| custodial | Dodds, Jason (jdodds@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-01-04 09:32:30 | 2022-01-06 08:15:53 |  |
| warehouse | Freedman, Geoff (gfreedman@vccod.edu) | Completed | 9.1 | In-House | 2022-01-04 13:48:43 | 2022-01-04 19:27:37 |  |





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| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |


| welding | Roth, Nathan <br> (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2021-11-19 09:05:03 | 2021-11-24 06:22:32 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| welding | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-30 09:03:24 |  |  |
| welding | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-01-04 13:55:42 | 2022-01-05 07:05:39 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-01-18 08:00:09 | 2022-01-19 14:37:20 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-19 09:46:36 | 2022-01-19 14:40:38 |  |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-19 15:33:11 | 2022-01-20 07:13:42 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-13 12:05:22 |  |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-10 12:37:52 | 2022-01-11 09:09:52 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-13 13:48:46 | 2022-01-17 09:03:49 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-14 11:30:39 | 2022-01-17 09:08:45 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-11 13:44:39 | 2022-01-12 06:09:50 |  |
| maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-16 14:56:44 | 2022-01-17 09:11:28 |  |


|  | warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-01-21 07:45:29 | 2022-01-21 08:31:55 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 13.64 | In-House | 2022-01-18 14:25:26 | 2022-01-19 14:39:06 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | \|2022-01-24 06:26:15 |  |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-21 14:10:44 | 2022-01-24 06:14:26 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-01-12 09:35:50 | 2022-01-12 12:27:25 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-24 16:05:28 | 2022-01-25 06:21:45 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 5.0 | In-House | 2022-01-21 10:31:33 | 2022-01-24 06:11:24 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-24 14:38:55 | 2022-01-25 07:20:45 |  |
| custodial | Edgar, Almazan | Completion | 0.0 | In-House | 2022-01-24 17:16:57 | 2022-01-25 07:19:31 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-24 15:06:46 | 2022-01-25 07:19:58 |  |
| custodial | Edgar, Almazan (EAlmazan@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-24 15:00:08 | 2022-01-25 07:20:21 |  |
| custodial | Edgar, Almazan (EAlmazan@vccod.edu) | Completion Confirmed | 0.0 | In-House | 2022-01-24 11:04:00 | 2022-01-25 07:22:02 |  |




| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-01-08 12:52:04 | 2022-01-11 10:01:54 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 7.72 |  | 2022-01-26 12:58:07 | 2022-01-27 07:36:35 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-27 08:45:02 | 2022-01-27 13:34:40 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-01-25 14:45:09 | 2022-01-26 06:10:51 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2022-01-26 13:06:10 | 2022-01-27 07:38:55 |  |
|  |  | Completion <br> Confirmed | 0.0 | In-House | 2021-12-17 15:14:06 |  |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 16.0 | In-House | 2022-01-28 07:35:59 | 2022-01-31 06:06:10 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2022-01-03 10:04:52 | 2022-01-03 10:30:54 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-01-27 10:15:21 | 2022-01-27 13:35:58 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-14 10:10:17 | 2022-01-17 09:04:15 |  |



|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-31 09:11:20 | 2022-01-31 11:59:56 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion <br> Confirmed | 9.1 | In-House | \|2022-01-27 15:25:33 | \|2022-01-31 06:05:06 |  |


|  | carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-01-27 15:14:28 | 2022-01-31 06:57:11 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-26 08:09:39 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-25 06:57:27 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-24 08:48:20 | 2022-01-24 09:54:29 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-01-28 12:13:04 | 2022-01-31 06:10:01 |  |
|  | painter | Alonso, Raul (ralonso@vcccd.edu) | Completion | 1300. |  | 2022-01-25 11:37:47 | 2022-01-26 06:13:21 | 2022-02-18 00:00:00 |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-02 07:20:19 |  |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-01 11:25:52 | 2022-02-02 06:30:48 |  |
|  | plumber | Sayles, Greg | Completed | 0.0 | In-House | 2022-02-01 11:23:37 | 2022-02-02 06:30:24 |  |
|  | electrical | Smithson, Johnny | Completed | 0.0 | In-House | 2022-02-01 10:36:34 | 2022-02-01 10:53:06 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-01-31 10:27:54 | 2022-01-31 11:59:03 |  |



|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion <br> Confirmed | 0.0 |  | 2022-01-31 10:31:43 | 2022-01-31 10:31:54 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 9.1 | In-House | 2022-02-04 12:34:13 | 2022-02-07 06:07:33 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-07 11:08:48 | 2022-02-07 11:46:41 |  |
|  | signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-07 11:34:04 | 2022-02-07 11:47:52 |  |
|  | signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-07 11:29:00 | 2022-02-07 11:47:11 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 72.0 | In-House | 2022-01-28 06:16:32 |  |  |
|  | carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-01-26 13:18:55 | 2022-01-31 06:57:37 |  |
|  | painter | Alonso, Raul (ralonso@vcccd.edu) | Completed | 65.0 | In-House | 2021-08-25 09:25:49 | 2022-01-05 07:38:35 |  |
|  | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-03 09:48:10 | 2022-02-03 09:51:16 |  |


|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 278.0 | In-House | 2022-02-03 15:04:13 | 2022-02-04 06:08:57 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-07 17:15:30 | 2022-02-08 11:44:55 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-01 11:55:53 | 2022-02-02 06:31:57 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-08 11:06:50 | 2022-02-10 06:10:07 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | \|2022-02-09 08:31:00 | 2022-02-10 06:12:32 |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-08 17:42:20 | 2022-02-10 06:13:22 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-01-13 08:31:09 | 2022-01-17 09:00:48 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 86.0 |  | 2022-02-08 10:37:26 | 2022-02-10 06:08:44 |  |
| signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-09 11:35:21 | 2022-02-10 06:17:49 |  |
| custodial | Magallanes, Joseph | Completion | 0.0 | In-House | 2022-02-09 16:58:06 | 2022-02-10 07:22:21 |  |
| warehouse | Colvin, Scott (scolvin@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-10 11:38:17 | 2022-02-10 13:29:14 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-10 07:53:57 | 2022-02-10 08:01:25 |  |
| custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 |  | 2022-02-10 12:49:52 | 2022-02-10 12:50:01 |  |
| custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-09 10:26:47 | 2022-02-10 12:47:42 |  |
| maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-03 11:17:48 | 2022-02-03 14:04:52 |  |
| signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-01 14:15:53 | 2022-02-02 06:33:14 |  |



|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-14 12:35:48 | 2022-02-15 06:36:15 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-14 15:10:22 | 2022-02-15 06:37:15 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-14 15:22:30 | 2022-02-15 06:37:51 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 4.55 | In-House | 2022-02-14 11:27:49 | 2022-02-15 06:33:53 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion | 0.0 |  | 2022-01-25 05:54:03 | 2022-01-25 06:23:13 | 2022-02-03 00:00:00 |
|  | custodial | Johnson, Tim (tjohnson@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-14 17:37:55 | 2022-02-15 07:46:53 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-14 17:36:47 | 2022-02-15 06:39:41 |  |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-14 16:42:30 | 2022-02-15 07:19:27 |  |
|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-14 12:20:39 | 2022-02-15 07:21:28 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-02-15 16:02:46 | 2022-02-16 06:21:27 |  |






| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-17 14:07:04 | 2022-02-17 14:40:25 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-17 13:48:19 | 2022-02-17 14:39:18 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-10 08:28:44 | 2022-02-10 13:26:32 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-23 13:47:30 | 2022-02-23 13:53:16 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-23 14:55:16 | 2022-02-24 06:13:06 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-23 16:56:04 | 2022-02-24 06:14:18 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-22 12:37:47 | 2022-02-23 08:50:09 |  |
| warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-22 09:02:47 | 2022-02-22 09:58:29 |  |



| carpenter | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-22 14:16:22 | 2022-02-23 07:32:45 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-02-24 13:01:16 | 2022-02-25 06:05:51 |  |
| warehouse | Freedman, Geoff | Completed | 4.55 | In-House | 2022-02-24 12:30:52 | 2022-02-24 12:44:18 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-25 09:50:56 | 2022-02-25 09:56:31 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2022-02-25 10:55:52 | 2022-02-25 10:58:14 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 15.44 |  | 2022-02-25 10:57:36 | 2022-02-25 10:57:48 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 58.16 |  | 2022-02-25 10:53:16 | 2022-02-25 10:53:27 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 40.44 |  | 2022-02-25 10:51:04 | 2022-02-25 10:51:14 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 92.64 |  | 2022-02-25 10:48:26 | 2022-02-25 10:48:41 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-28 15:06:31 | 2022-03-01 06:20:53 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-28 15:47:33 | 2022-03-01 06:24:40 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-16 19:02:28 | 2022-02-17 08:10:22 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-23 11:21:22 | 2022-02-23 12:33:00 |  |







| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-07 09:05:53 | 2022-03-07 11:04:01 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-16 11:00:58 | 2022-02-16 13:34:25 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-03-07 09:34:49 | 2022-03-07 11:04:57 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-03-07 17:31:21 | 2022-03-08 06:22:15 |  |
| warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-03-08 11:13:10 | 2022-03-09 06:05:58 |  |
| warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completion Confirmed | 9.1 | In-House | 2022-03-08 14:11:55 | 2022-03-09 06:08:02 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 685.0 | In-House | 2022-01-24 11:50:31 | 2022-01-25 06:18:54 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-03-07 09:32:06 | 2022-03-07 10:50:53 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-23 12:27:18 | 2022-02-23 12:33:45 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-23 09:32:27 | 2022-02-23 09:58:58 |  |
| custodial | Luther, Dennis (dluther@vcccd.edu) | Completion | 0.0 | In-House | 2022-02-24 14:25:16 | 2022-02-25 09:04:36 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-24 09:06:56 | 2022-02-24 10:04:03 |  |



|  | maintenance | Alonso, Raul (ralonso@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-10 11:42:51 | 2022-03-10 12:48:35 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-10 08:57:00 | 2022-03-10 10:36:48 |  |
|  | welding | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 |  | 2022-03-01 13:46:05 | 2022-03-02 06:09:17 | 2022-03-18 13:45:05 |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-09 14:53:36 | 2022-03-10 06:19:16 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-10 14:26:59 | 2022-03-10 14:54:49 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-02-10 08:37:22 | 2022-02-10 13:27:02 |  |
|  | plumber | Alonso, Raul (ralonso@vcccd.edu) | Completed | 0.0 |  | 2022-03-10 14:56:04 | 2022-03-11 06:09:44 |  |
|  | painter | Alonso, Raul (ralonso@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-08 15:51:38 | 2022-03-09 06:09:08 |  |
|  | painter | Alonso, Raul (ralonso@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-02 08:27:54 | 2022-03-02 08:44:13 |  |
|  | plumber | Sayles, Greg (greg_sayles1@vcccd.edu) | Completion Confirmed | 7.72 | In-House | 2022-03-12 11:18:41 | 2022-03-14 06:46:16 |  |
|  | maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-15 14:42:12 | 2022-03-03 06:30:21 |  |
|  |  | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-14 12:49:02 |  |  |
|  |  | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-14 12:50:01 |  |  |




|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-03-10 06:51:04 | 2022-03-10 07:41:11 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Zamora, Oscar <br> (oscar_zamora1@Vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-03-14 13:23:01 | 2022-03-14 13:52:08 |  |
|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-14 15:05:49 | 2022-03-15 06:16:52 |  |
|  | locksmith | Judy, Jason (jjudy@vccod.edu) | Completed | 0.0 | In-House | 2022-03-15 07:55:42 | 2022-03-15 10:45:51 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 333.0 | In-House | 2022-03-07 10:48:28 | 2022-03-07 11:06:16 |  |
|  | locksmith | Judy, Jason (jjudy@vccod.edu) | Completed | 111.0 | In-House | 2022-01-27 14:58:20 | 2022-01-28 06:21:09 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completion Confirmed | 15.0 | In-House | 2022-03-14 12:13:28 | 2022-03-15 06:13:49 |  |
|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-14 14:51:03 | 2022-03-15 06:16:05 |  |
|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-04 07:13:05 | 2022-03-07 06:20:48 |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-15 17:09:53 | 2022-03-16 06:15:20 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-03-15 09:47:02 | 2022-03-15 10:49:13 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-03-09 12:30:35 | 2022-03-10 06:22:10 |  |
| maintenance | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-02 14:21:26 | 2022-03-03 06:23:28 |  |
| electrical | Smithson, Johnny | Completed | 0.0 |  | 2022-03-02 11:59:37 | 2022-03-02 11:59:52 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-02-24 12:56:09 | 2022-02-28 06:40:56 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-03-07 11:58:58 | 2022-03-08 06:21:05 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 7.72 |  | 2022-03-15 10:13:12 | 2022-03-15 10:13:27 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-16 11:28:36 | 2022-03-16 14:05:19 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 10.0 | In-House | 2022-03-15 15:41:02 | 2022-03-16 06:14:50 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-15 08:06:24 | 2022-03-15 10:46:23 |  |



|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-10 11:38:42 | 2022-03-10 12:47:25 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-16 16:17:17 | 2022-03-17 11:22:17 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-16 14:54:30 | 2022-03-18 05:53:18 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-18 08:10:34 | 2022-03-18 08:52:43 |  |
|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-09 11:28:06 | 2022-03-10 10:34:43 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-21 09:01:59 | 2022-03-21 10:37:27 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2022-03-21 11:00:34 | 2022-03-21 11:01:29 |  |
| Discussed with Mariana, and came to solution and steps for them to take to try and eliminate the source for the flies and ants. | custodial | Lopez, Eric (elopez@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-03-21 14:06:02 | 2022-03-21 14:31:58 |  |




|  |  |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |


| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 4.55 | In-House | 2022-03-22 09:34:12 | 2022-03-22 14:05:39 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-21 08:11:35 | 2022-03-21 10:36:36 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-21 08:01:35 | 2022-03-21 10:36:03 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-03-23 16:29:12 | 2022-03-24 06:26:15 |  |
| carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-01-24 08:30:03 | 2022-01-25 06:17:22 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 270.0 |  | 2022-03-03 08:58:28 | 2022-03-03 08:59:09 |  |
| electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-03-22 07:28:25 | 2022-03-24 08:07:57 |  |
| warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 4.55 |  | 2022-03-07 11:16:12 | 2022-03-07 11:18:50 |  |






|  |  |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |






| custodial | Edgar, Almazan (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-28 10:27:59 | \|2022-02-28 17:04:51 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | \|2022-03-22 14:09:32 | 2022-03-22 14:55:25 |  |




|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-14 10:04:25 | 2022-04-14 10:28:18 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | custodial | Dodds, Jason (jdodds@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-13 15:41:29 | 2022-04-13 16:13:59 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2022-04-15 12:11:06 | 2022-04-15 12:11:18 |  |
|  | electrical | Burns, Jeremiah (jburns@vccod.edu) | Completed | 0.0 | In-House | 2022-04-13 13:50:21 | 2022-04-14 10:35:30 |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 10.0 | In-House | 2022-04-15 07:04:35 |  |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-12 11:35:13 | 2022-04-13 11:18:55 |  |
|  | plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completion Confirmed | 7.72 | In-House | 2022-04-18 12:38:58 | 2022-04-18 14:13:45 |  |
|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-04-18 15:39:15 | 2022-04-19 06:07:11 |  |
|  |  | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-04-19 08:50:10 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-01-31 15:22:25 | 2022-02-01 06:13:29 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-10-08 14:44:57 |  |  |


| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2021-09-03 12:27:59 | 2021-09-03 13:28:20 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-19 14:05:15 | 2022-04-19 14:06:31 |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completion Confirmed | 352.0 | In-House | 2022-04-18 14:02:59 | 2022-04-18 14:15:56 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-04-19 11:27:22 | 2022-04-20 06:13:12 |  |
| custodial | Hinajoso, Jesus (jesus_hinojosa1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-15 09:40:22 | 2022-04-15 11:23:13 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 15.44 |  | 2022-04-20 12:44:23 | 2022-04-20 12:45:04 |  |
| HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completed | 96.0 | In-House | 2022-04-20 09:35:55 | 2022-04-20 09:40:24 |  |
| plumber | Sayles, Greg <br> (greg_sayles1@vcccd.edu) | Completed | 23.16 | In-House | 2022-04-20 13:09:53 | 2022-04-20 15:51:52 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-04-20 15:16:39 | 2022-04-20 15:50:45 |  |







|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-28 09:02:28 | 2022-04-28 10:48:16 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | signage | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-04-25 17:38:41 | 2022-04-27 06:12:02 |  |
|  | carpenter | Reves, lan (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-04-20 09:53:51 | 2022-04-21 06:15:59 |  |
|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 |  | 2022-05-03 10:57:23 | 2022-05-03 10:57:36 |  |
|  | maintenance | Roth, Nathan <br> (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-30 15:13:03 | 2022-05-02 06:08:46 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-05-03 13:58:17 | 2022-05-04 06:12:54 |  |
|  | warehouse | Hurtado, Ramiro <br> (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-03 11:20:07 | 2022-05-03 13:58:41 |  |
|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-02 09:14:43 | 2022-05-02 12:45:14 |  |
|  | maintenance | Alonso, Raul (ralonso@vcccd.edu) | Completed | 120.0 | In-House | 2022-03-25 18:25:18 | 2022-04-04 14:19:07 |  |


|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 60.0 | In-House | 2022-01-27 12:23:54 | 2022-01-27 13:37:02 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 111.0 | In-House | 2022-05-04 12:32:04 | 2022-05-04 13:03:06 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-14 07:46:37 | 2022-04-14 10:33:08 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | [ | 2022-02-16 14:18:38 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-10 08:42:02 | 2022-05-10 09:59:35 |  |
|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-03 15:49:26 | 2022-05-04 12:21:56 |  |


| custodial | Hinajoso, Jesus (jesus_hinojosa1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-03 13:36:33 | 2022-05-03 13:58:17 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-10 10:12:54 | 2022-05-10 10:18:23 |  |
| custodial | Zamora, Oscar | Completion | 0.0 | In-House | 2022-05-10 13:19:06 | 2022-05-10 14:19:12 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-04 16:59:02 | 2022-05-10 10:13:57 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-10 10:07:47 | 2022-05-10 10:17:58 |  |
| warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-09 14:44:13 | 2022-05-10 10:01:53 |  |
| custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-10 09:40:07 | 2022-05-10 09:58:55 |  |
| custodial | Magallanes, Joseph <br> (jmagallanes@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-05 17:07:55 | 2022-05-10 10:07:52 |  |
| maintenance | Alonso, Raul (ralonso@vcccd.edu) | Completed | 0.0 |  | 2022-05-10 09:58:07 | 2022-05-10 14:22:53 |  |
| electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 50.0 | In-House | 2022-05-09 08:01:27 |  |  |
| maintenance | Reves, Ian (ian_reves1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-06 07:52:37 | 2022-05-11 06:51:30 |  |
| locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2022-05-10 10:37:06 | 2022-05-10 10:37:17 |  |



|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-05-11 16:48:08 | 2022-05-12 06:08:37 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 |  | 2022-05-11 10:28:32 | 2022-05-11 10:28:44 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completion Confirmed | 9.1 | In-House | 2022-05-11 13:26:41 | 2022-05-12 06:07:37 |  |
|  | warehouse | Freedman, Geoff <br> (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-05-11 12:56:22 | 2022-05-11 13:15:16 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-05-11 15:34:08 | 2022-05-12 08:21:46 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 111.0 | In-House | 2022-05-11 08:54:08 | 2022-05-11 08:56:51 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-10 16:31:24 | 2022-05-11 06:08:21 |  |
|  |  | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-12 13:35:41 |  |  |
|  | electrical | Burns, Jeremiah (jburns@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-12 10:02:18 | 2022-05-12 10:12:17 |  |



|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-25 17:02:48 | 2022-04-27 11:54:56 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-16 17:00:02 | 2022-05-17 06:14:43 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 4.55 | In-House | 2022-05-16 12:31:33 | 2022-05-17 06:08:15 |  |
|  | custodial | Edgar, Almazan <br> (EAlmazan@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-05-16 12:52:46 | 2022-05-16 14:41:34 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 |  | 2022-05-12 11:25:24 | 2022-05-13 06:16:06 |  |
|  | maintenance | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-05 15:45:34 | 2022-05-11 06:37:38 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-13 15:34:03 | 2022-05-16 06:14:11 |  |


|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-05-12 09:13:00 | 2022-05-12 10:11:32 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-04-06 12:07:45 | 2022-04-08 08:51:31 |  |
|  | HVAC | Magallanes, Armando (armando_magallanes2@vcccd.edu) | Completion Confirmed | 32.0 | In-House | 2022-05-16 14:16:57 | 2022-05-17 06:11:36 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 452.0 | In-House | 2022-05-16 13:59:25 | 2022-05-17 06:09:03 |  |
|  | painter | Alonso, Raul (ralonso@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-17 14:13:00 | 2022-05-18 06:01:57 |  |
|  | warehouse | Freedman, Geoff (gfreedman@vcccd.edu) | Completed | 9.1 | In-House | 2022-05-18 07:37:25 | 2022-05-18 12:57:14 |  |
|  |  | Judy, Jason (jjudy@vcced.edu) | Completed | 0.0 | In-House | 2022-05-19 09:20:02 |  |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-18 15:15:16 | 2022-05-19 09:23:47 |  |
|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-19 09:50:05 | 2022-05-19 10:01:05 |  |
|  | custodial | Magallanes, Joseph (jmagallanes@vcccd.edu) | Completion <br> Confirmed | 0.0 | In-House | 2022-05-19 11:18:32 | 2022-05-19 12:32:13 |  |




|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-19 17:01:33 | 2022-05-20 09:31:44 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | maintenance | Roth, Nathan (nathan_roth1@vcccd.edu) | Completion Confirmed | 0.0 | In-House | 2022-02-03 11:04:05 | 2022-02-03 13:57:38 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-23 12:42:03 | 2022-05-24 06:05:35 |  |
|  | electrical | Smithson, Johnny (john_smithson2@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-23 07:49:12 | 2022-05-24 06:02:49 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-24 08:02:03 | 2022-05-24 10:02:21 |  |
|  | locksmith | Judy, Jason (jjudy@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-24 11:59:19 | 2022-05-24 13:41:50 |  |
|  | carpenter | Reves, Ian (ian_reves1@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-23 07:50:26 | 2022-05-24 10:00:49 |  |
|  |  |  | Completed | 0.0 |  | 2022-05-11 10:42:45 |  |  |
|  | warehouse | Hurtado, Ramiro (ramiro_hurtado2@vcccd.edu) | Completed | 0.0 | In-House | 2022-05-23 08:57:20 | 2022-05-24 06:04:52 |  |



|  |  |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |



| Completed Date | Completed Confirmed Date | Submitted By | Priority | Request <br> Type |
| :---: | :---: | :---: | :---: | :---: |
| 2021-07-01 13:24:14 |  | Eric Lopez | 0 |  |
| 2021-07-02 08:54:33 |  | Katharine Boyd for Jennifer Clark | 0 | Other |
| 2021-07-02 10:14:13 | 2021-07-15 12:14:42 | Stephanie Kostezak | 0 | Custodial |
| 2021-07-06 07:06:31 |  | Jeremiah | 0 | Electrical |
| 2021-07-07 08:45:41 |  | Linda Resendiz | 0 | Electrical |
| 2021-07-08 06:06:34 |  | Alisa Behar | 0 |  |
| 2021-07-08 06:48:20 |  | Alexander Abundo | 0 | Electrical |
| 2021-07-08 11:51:55 | 2021-07-08 12:24:22 | Krista Lederer | 0 | Other |
| 2021-07-12 06:38:03 |  | Jeremiah | 0 | Electrical |
| 2021-07-13 06:57:12 |  | Mary Anne Beck | 0 | Electrical |



| 2021-07-15 10:34:31 |  | Rain Matheke | 0 | Occupant Moves |
| :---: | :---: | :---: | :---: | :---: |
| 2021-07-15 10:47:46 |  | Gregory Balam | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-07-15 12:12:38 | 2021-07-15 12:12:42 | Krista Lederer | 0 |  |
| 2021-07-15 12:13:49 | 2021-07-15 12:13:52 | Stephanie Kostezak | 0 | Other |
| 2021-07-15 13:35:15 | 2021-07-19 09:16:23 | Linda Sanders | 0 |  <br> Door <br> Hardware / <br> Keys |


| 2021-07-15 13:47:00 |  | Rain Matheke | 0 | Locks \& Door Hardware / Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-07-19 06:48:00 |  | Lynda Dobson | 0 |  |
| 2021-07-19 10:21:41 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-07-19 11:20:42 |  | Leanne Colvin | 0 | Custodial |
| 2021-07-19 13:24:30 | 2021-07-20 10:44:07 | Yesenia | 0 | Other |
| 2021-07-19 13:25:47 |  | Taiki Yoshida | 0 | Carpentry |





| 2021-07-28 14:25:48 | Ruth Houston-Mudd | 0 | Other |
| :---: | :---: | :---: | :---: |
| 2021-07-28 14:28:56 | Scott Colvin | 0 |  |
| 2021-07-28 15:19:56 | Brian Derderian | 0 | Other |
| 2021-07-29 06:44:28 | Johnny Conley | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-07-29 06:45:59 | Johnny Conley | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-07-29 07:18:50 | Johnny Conley | 0 | Preventive Maintenanc |
| 2021-07-29 11:02:32 | AnnMarie McCarthy | 0 | Other |
| 2021-07-30 06:30:21 | Alethea Amegadzie | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-07-30 06:32:31 | DeAnna Grove | 0 |  <br> Door Hardware / |


| 2021-07-30 06:54:24 |  | Jeremiah | 0 | Cleanup Request |
| :---: | :---: | :---: | :---: | :---: |
| 2021-07-30 09:17:08 |  | Lynda Dobson | 0 |  |
| 2021-07-30 09:17:38 | 2021-07-30 13:04:48 | Aaron Kay | 0 | Other |
| 2021-07-30 09:18:06 | 2021-08-02 09:37:42 | Aaron Kay | 0 | Other |
| 2021-08-02 06:23:12 |  | Philip Koscak | 0 |  <br> Door <br> Hardware / |
| 2021-08-02 12:10:28 |  | Alisa Behar | 0 | Carpentry |
| 2021-08-02 12:11:53 |  | kris romero | 0 | Carpentry |
| 2021-08-03 06:45:54 |  | Kristen McCloskey | 0 | Electrical |
| 2021-08-03 07:19:13 |  | Jason | 0 |  <br> Door <br> Hardware / |
| 2021-08-03 08:23:12 |  | Bonnie Lara | 0 | Carpentry |
| 2021-08-03 08:29:47 |  | Alisa Behar | 0 |  |
| 2021-08-03 08:48:24 |  | Jason Judy | 0 |  <br> Door Hardware / |
| 2021-08-03 11:42:48 |  | Scott Colvin | 0 |  |
| 2021-08-03 12:01:33 |  | Johanna Pimentel | 0 |  |
| 2021-08-03 12:32:44 |  | Johanna Pimentel | 0 | Plumbing |


| 2021-08-03 13:27:33 |  | Johanna Pimentel | 0 |  |
| :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  <br> Door <br> Hardware / |
| 2021-08-03 13:28:50 | 2021-08-03 13:34:17 | Linda Sanders | 0 |  |
|  |  |  |  <br> Door <br> Hardware / |  |
| 2021-08-03 13:31:48 |  |  | 0 |  |
|  |  | christie rossi |  |  |
| 2021-08-03 13:34:30 | $2021-08-03$ 14:09:51 | Gregory Balam | 0 |  |
|  |  | Lynda Dobson | 0 |  |
| 2021-08-03 15:54:45 | 2021-08-03 16:02:53 | Marie Ramirez | 0 |  |
| $2021-08-04$ 06:50:48 |  | DAVE ANTER - | 0 |  |
|  |  |  | 0 | REGISTRAR |


| 2021-08-04 07:06:42 |  | Rain Matheke | 0 | Electrical |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-04 07:11:40 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-04 08:09:42 | 2021-08-03 11:42:53 | Johnny Conley | 0 | General <br> Maintenanc |
| 2021-08-04 08:58:18 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |
| 2021-08-04 09:34:31 |  | Mary Anne Beck | 0 | Occupant <br> Moves |
| 2021-08-04 09:51:42 |  | Mary Anne Beck | 0 | Occupant <br> Moves |


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| :--- | :--- | :--- | :--- | :--- |
| 2021-08-04 10:06:35 |  |  |  |  |
|  |  | Ruth Houston-Mudd | 0 |  |
| $2021-08-04$ 10:54:00 |  |  |  |  |
|  |  |  |  |  |
| $2021-08-0416: 11: 49$ | Linda Sanders |  |  |  |
|  |  |  | 0 |  |




| 2021-08-05 13:36:30 |  | Lynda Dobson | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-05 13:53:20 |  | Johanna Pimentel | 0 |  |
| 2021-08-05 16:55:23 | 2021-08-05 16:55:27 | christie rossi for Monica Garcia | 0 | Other |
| 2021-08-05 16:56:12 | 2021-08-05 16:56:41 | Dave Anter | 0 |  |
| 2021-08-05 17:00:45 | 2021-08-05 17:00:50 | Linda Resendiz | 0 | Custodial |
| 2021-08-05 17:01:37 | 2021-08-05 17:01:40 | Krista Lederer | 0 | Other |
| 2021-08-05 17:02:01 | 2021-08-05 17:02:04 | Mary Anne Beck | 0 | Other |
| 2021-08-06 06:35:46 | 2021-08-06 08:18:51 | christie rossi for Tracy Tennenhouse | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |
| 2021-08-06 06:46:52 |  | Rain Matheke | 0 |  |
| 2021-08-06 06:48:49 |  | Lynda Dobson | 0 |  |
| 2021-08-06 06:57:02 |  | Johnny Conley | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |






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| :--- | :--- | :--- | :--- | :--- |
| 2021-08-11 10:53:34 |  |  |  |  |
| 2021-08-11 12:58:31 |  | Taiki Yoshida | 0 | Plumbing |
|  |  |  | 0 |  |
| $2021-08-11$ 13:04:55 |  |  |  |  |
|  |  | Christie rossi for |  |  |
| 2021-11 15:50:28 |  |  | 0 |  |
|  |  |  |  |  |
|  |  |  |  |  |


| 2021-08-12 06:39:10 | 2021-08-12 07:50:44 | Kris Romero | 0 | Electrical |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-12 06:41:35 | 2021-08-12 06:41:38 | Linda Sanders | 0 | Other |
| 2021-08-12 06:41:51 | 2021-08-12 06:41:53 | Linda Sanders | 0 | Other |
| 2021-08-12 07:19:33 |  | Linda Resendiz | 0 | General Maintenanc e |
| 2021-08-12 10:15:34 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2021-08-12 10:24:21 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-08-12 10:24:30 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-08-12 11:11:22 |  | Rain Matheke | 0 | Cleanup Request |
| 2021-08-12 11:12:16 |  | Kristen McCloskey | 0 |  |
| 2021-08-12 11:48:36 |  | christie rossi | 0 |  <br> Door <br> Hardware / |
| 2021-08-12 11:54:42 |  | Rain Matheke | 0 | Carpentry |


| 2021-08-12 12:17:36 | Mary Anne Beck | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: |
| 2021-08-12 14:00:51 | Johnny Conley | 0 |  <br> Door <br> Hardware / |
| 2021-08-13 08:24:09 | Rain Matheke | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-13 08:52:04 | Bonnie Lara | 0 | Carpentry |
| 2021-08-13 09:55:26 | Stephanie Kostezak | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |


|  |  |  |  |  <br> Door <br> 2021-08-13 10:43:23 |
| :--- | :--- | :--- | :--- | :--- |
| 2021-08-13 10:56:20 | 2021-08-13 10:56:22 | Stephanie Kostezak | 0 | Custodial |
|  |  |  |  |  |
| 2021-08-13 10:56:33 | 2021-08-13 10:56:35 | Kristen McCloskey | 0 |  |
|  |  |  |  |  |
| $2021-08-13$ 11:16:00 | 2021-08-13 11:16:01 | Kristen McCloskey | 0 |  |
|  |  |  |  |  |
| $2021-08-13$ 11:16:18 | 2021-08-13 11:16:21 | Kristen McCloskey | 0 |  |
|  |  |  | 0 |  |
|  |  |  |  |  |


| \|2021-08-13 11:17:10 | 2021-08-13 11:17:12 | Kristen McCloskey | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-13 11:17:31 | 2021-08-13 11:17:33 | Kris Romero | 0 | Cleanup Request |
| 2021-08-13 11:17:49 | 2021-08-13 11:17:51 | Kris Romero | 0 | Cleanup Request |
| 2021-08-13 11:18:15 | 2021-08-13 11:18:18 | Mariana Gaeta (Staff Secretary) | 0 | General Maintenanc e |
| 2021-08-13 11:20:53 | 2021-08-13 11:20:55 | Stephanie Kostezak | 0 | Custodial |
| 2021-08-13 11:21:19 | 2021-08-13 11:21:20 | Johnny Conley | 0 | Custodial |
| 2021-08-13 11:24:00 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |
| 2021-08-13 11:26:43 | 2021-08-25 11:44:26 | DeAnna Grove | 0 |  <br> Door <br> Hardware / Keys |


| 2021-08-16 06:30:38 |  | Mary Anne Beck | 0 | Electrical |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-16 07:58:38 |  | Johanna Pimentel | 0 |  |
| 2021-08-16 08:00:30 |  | Rain Matheke | 0 | Carpentry |
| 2021-08-16 08:55:40 |  | Katharine Boyd for Tara Harold | 0 |  |
| 2021-08-16 11:36:36 |  | christie rossi for Kristen Robinson | 0 | Other |
| 2021-08-16 12:47:56 | 2021-08-16 12:48:00 | Stephanie Kostezak | 0 | Carpentry |
| 2021-08-16 12:49:38 | 2021-08-16 12:49:41 | Stephanie Kostezak | 0 |  |
| 2021-08-16 13:23:58 | 2021-08-16 13:24:04 | Rain Matheke | 0 | Other |
| 2021-08-16 13:25:07 | 2021-08-16 13:25:09 | Leanne Colvin | 0 | Other |


| 2021-08-16 13:25:26 | 2021-08-16 13:25:29 | AnnMarie McCarthy | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-16 13:27:23 | 2021-08-16 13:27:25 | Lynda Dobson | 0 |  |
| 2021-08-16 14:07:02 |  | Eric Lopez | 0 |  |
| 2021-08-17 06:26:58 | 2021-08-19 11:17:04 | Elisabeth Alivandivafa | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-17 06:30:31 | 2021-08-17 08:11:15 | Taiki Yoshida | 0 | Electrical |
| 2021-08-17 06:43:22 | 2021-08-17 07:36:26 | Elisabeth Alivandivafa | 0 | Heating, Ventilation \& Air Conditionin |
| 2021-08-17 07:15:33 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / |
| 2021-08-17 07:25:55 |  | Bonnie Lara | 0 | Other |


| 2021-08-17 07:56:45 | 2021-08-17 10:23:15 | DAVE ANTER | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-17 07:57:17 | 2021-08-17 10:23:06 | DAVE ANTER | 0 |  <br> Door <br> Hardware / Keys |
| $\square$ |  | Johnny Conley | - |  |
| 2021-08-17 08:20:53 | 2021-08-17 08:21:23 | Obie Younan | 0 | Electrical |


| 2021-08-17 08:48:16 | 2021-08-17 09:57:29 | Ariana Burrell | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-17 09:29:18 |  | Alisa Behar | 0 |  |
| 2021-08-17 09:37:43 |  | christie rossi | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-17 09:38:01 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |
| 2021-08-17 10:36:24 | 2021-08-17 11:08:33 | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-17 11:58:19 | 2021-09-07 10:27:49 | Philip Koscak | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-17 13:21:59 |  | tim lumas | 0 | General <br> Maintenanc <br> e |
| 2021-08-17 14:22:36 |  | Stephanie Kostezak | 0 | Electrical |


| 2021-08-18 06:45:52 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-18 07:59:40 |  | Jason Judy | 0 |  <br> Door Hardware / |
| 2021-08-18 10:38:35 |  | Jason Judy | 0 |  |
| 2021-08-18 14:02:15 | 2021-08-19 11:13:54 | Tim Lumas | 0 | Building Maintenanc |
| 2021-08-19 06:45:33 |  | Ruth Houston-Mudd | 0 |  |
| 2021-08-19 06:55:11 |  | Lynda Dobson | 0 |  |
| 2021-08-19 07:04:34 |  | Ruth Houston-Mudd | 0 | Plumbing |
| 2021-08-19 07:07:58 |  | Lynda Dobson | 0 |  |
| 2021-08-19 07:53:10 |  | christie rossi for Tracy Tennenhouse | 0 | Other |
| 2021-08-19 08:02:13 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-08-19 08:02:53 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-19 08:03:40 |  | Mary Anne Beck | 0 |  |


| 2021-08-19 08:03:55 |  | christie rossi for lori wolf | 0 |  <br> Door <br> Hardware / |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-19 08:36:01 |  | Bonnie Lara | 0 | Locks \& Door Hardware / |
| 2021-08-19 08:42:13 | 2021-08-31 16:11:24 | Linda Sanders | 0 | Locks \& Door Hardware / |
| 2021-08-19 08:45:28 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |
| 2021-08-19 09:11:21 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / Keys |
| 2021-08-19 09:46:36 |  | Kristen McCloskey | 0 |  |
| 2021-08-19 11:09:35 | 2021-08-19 13:09:56 | Kristen McCloskey | 0 |  |
| 2021-08-19 11:10:02 |  | Alisa Behar | 0 |  |
| 2021-08-19 11:10:23 |  | Stephanie Kostezak | 0 | Plumbing |


| 2021-08-19 12:39:47 |  | Rain Matheke | 0 | Carpentry |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-19 12:55:43 | 2021-08-19 13:00:06 | Linda Resendiz | 0 | Custodial |
| 2021-08-20 07:57:45 | 2021-08-20 07:59:59 | Gabby Chacon | 0 |  |
| 2021-08-20 08:31:48 |  | Mickey Aguilar | 0 |  <br> Door <br> Hardware / |
| 2021-08-20 08:36:07 |  | Johanna Pimentel | 0 |  |
| 2021-08-20 08:36:41 |  | Johanna Pimentel | 0 |  |
| 2021-08-20 08:37:21 | 2021-08-20 08:49:47 | Elisabeth Alivandivafa | 0 | Other |






| 2021-08-25 07:14:24 | 2021-08-25 13:02:34 | tim lumas | 0 | Building <br> Maintenanc |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-25 07:15:54 |  | Mary Anne Beck | 0 | Plumbing |
| 2021-08-25 08:01:27 |  | Kris Romero | 0 | Cleanup Request |
| 2021-08-25 08:03:45 |  | Elizabeth Nielsen | 0 | Other |
| 2021-08-25 08:03:46 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-25 08:09:49 | 2021-08-25 08:36:10 | Kristen McCloskey | 0 |  |
| 2021-08-25 08:17:49 |  | Mary Anne Beck | 0 | Other |
| 2021-08-25 09:00:28 |  | Mary Anne Beck | 0 | Locks \& Door Hardware / |
| 2021-08-25 09:53:55 | 2021-08-25 09:53:57 | Taiki Yoshida | 0 | Custodial |
| 2021-08-25 10:02:03 | 2021-08-25 10:02:04 | bonnie lara | 0 | Other |
| 2021-08-25 10:05:51 |  | Stephanie Kostezak | 0 | Electrical |




| 2021-08-27 09:28:47 | Kristen McCloskey | 0 |  |
| :---: | :---: | :---: | :---: |
| 2021-08-27 10:04:09 | Lynda Dobson | 0 |  |
| 2021-08-27 12:11:22 | Ruth Houston-Mudd | 0 |  <br> Door <br> Hardware / Keys |
| 2021-08-27 12:11:52 | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-08-27 12:12:12 | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-08-27 12:12:31 | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-08-27 12:12:42 | Rain Matheke | 0 |  <br> Door <br> Hardware / Keys |
| 2021-08-27 12:24:59 | elisabreth alivandivafa | 0 |  <br> Door <br> Hardware / |
| 2021-08-27 12:25:34 | Elisabeth Alivandivafa | 0 |  <br> Door <br> Hardware / |
| 2021-08-27 12:57:08 | christie rossi | 0 |  <br> Door <br> Hardware / |


| 2021-08-30 07:10:14 | 2021-08-30 07:10:27 | Mary Anne Beck | 0 | Select a request type |
| :---: | :---: | :---: | :---: | :---: |
| 2021-08-30 08:00:07 |  | Kris Romero | 0 | Plumbing |
| 2021-08-30 08:23:59 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-08-30 08:59:02 |  | Kristen McCloskey | 0 |  |
| 2021-08-30 09:52:47 |  | Rain Matheke | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-08-30 10:36:48 |  | Marie Ramirez | 0 | Other |
| 2021-08-30 12:39:59 |  | Johanna Pimentel | 0 |  |
| 2021-08-30 12:59:21 | 2021-08-30 12:59:24 | Johanna Pimentel | 0 |  |
| 2021-08-30 12:59:48 | 2021-08-30 12:59:52 | Stephanie Kostezak | 0 |  |
| 2021-08-30 14:39:03 | 2021-08-30 14:39:07 | Jeffrey Felburg | 0 | Custodial |
| 2021-08-31 06:49:09 |  | Rain Matheke | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |




| 2021-09-01 12:11:06 | christie rossi | 0 |  <br> Door <br> Hardware / |
| :---: | :---: | :---: | :---: |
| 2021-09-01 12:35:14 | Elisabeth Alivandivafa | 0 |  <br> Door Hardware / |
| 2021-09-01 12:35:23 | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |
| 2021-09-01 12:36:19 | Lisette Alivandivafa | 0 |  <br> Door Hardware / |
| 2021-09-01 14:16:48 | Alisa Behar | 0 |  |
| 2021-09-01 14:20:18 | Eric Lopez | 0 |  |
| 2021-09-02 08:31:01 | Jason Judy | 0 | Other |
| 2021-09-02 08:34:33 | Kristen McCloskey | 0 |  |
| 2021-09-02 08:35:22 | Kristen McCloskey | 0 |  |
| 2021-09-02 08:43:46 | christie rossi for Sydney Sims | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-09-02 09:07:50 | Eric Lopez | 0 |  |
| 2021-09-02 13:15:27 | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |






| \|2021-09-09 08:07:13 |  | Krista Lederer | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-09 08:07:15 | 2021-09-15 08:25:53 | Obie | 0 | Other |
| 2021-09-09 08:54:39 |  | bonnie lara | 0 | Electrical |
| 2021-09-09 09:00:17 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / |
| 2021-09-09 10:38:08 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |



| \|2021-09-09 11:20:56 |  | Kristen McCloskey for Becky Gresh | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-09 12:00:13 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |
| 2021-09-09 12:33:32 |  | Philip Koscak | 0 | Other |
| 2021-09-09 12:49:22 |  | Mickey Aguilar | 0 |  <br> Door Hardware / |
| 2021-09-10 06:35:11 |  | Jeremiah | 0 | Electrical |
| 2021-09-10 11:24:11 | 2021-09-10 11:24:14 | Alisa Behar | 0 | Grounds |


| \|2021-09-10 13:53:18 |  | Krista Lederer | 0 |  <br> Door <br> Hardware / Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-10 13:55:50 |  | Krista Lederer | 0 |  <br> Door <br> Hardware / |
| 2021-09-10 13:57:36 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-09-13 06:17:15 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-09-13 06:56:34 |  | ian reves | 0 |  |
| 2021-09-13 07:21:18 |  | Jason Judy | 0 | Locks \& Door Hardware / |
| 2021-09-13 07:31:42 | 2021-09-20 10:10:22 | Linda Sanders | 0 | Locks \& Door Hardware / |
| 2021-09-13 07:42:16 |  | Jason Judy | 0 | Locks \& Door Hardware / |
| 2021-09-13 08:51:44 |  | Alisa Behar | 0 | Locks \& Door Hardware / |


|  |  |  |  |  <br> Door |
| :--- | :--- | :--- | :--- | :--- |
| 2021-09-13 08:53:59 |  | Stephanie Kostezak | 0 |  |
|  |  |  |  |  |
| Hardware / |  |  |  |  |


|  |  |  |  |  <br> Door <br> Hardware / <br> 2021-09-14 14:05:27 |
| :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Kary Anne Beck |  |  |  |  |

\(\left.\left.$$
\begin{array}{|l|l|l|l|l|}\hline & & & & \begin{array}{l}\text { Locks \& } \\
\text { Door } \\
\text { 2021-09-15 09:37:22 }\end{array}
$$ \\
\& \& \& \& \\
\hline \& \& \& \& \\

Hardware /\end{array} \right\rvert\, $$
\begin{array}{l}\text { Locks \& Alivandivafa }\end{array}
$$\right) 0\)| Door |
| :--- |
| Hardware / |
| 2021-09-15 10:08:13 |


| 2021-09-15 13:37:35 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-16 07:33:47 | 2022-01-19 16:20:37 | Michael Grimes | 0 | Cleanup Request |
| 2021-09-16 08:35:46 | 2021-09-21 08:36:00 | Andy Huisenga | 0 | Custodial |
| 2021-09-16 08:54:26 | 2021-09-16 08:54:30 | Maya Conley | 0 | Custodial |
| 2021-09-16 09:02:14 |  | Krista Lederer | 0 |  |
| 2021-09-16 09:02:43 |  | Stephanie Kostezak | 0 | Electrical |
| 2021-09-16 09:55:07 |  | Jason Judy | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-09-16 10:47:25 |  | Eric Lopez | 0 |  |
| 2021-09-16 11:31:27 |  | Bonnie Lara | 0 |  <br> Door <br> Hardware / |


| 2021-09-16 11:32:49 | 2021-09-20 10:10:41 | Linda Sanders | 0 |  <br> Door <br> Hardware / |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-16 11:42:44 |  | Krista Lederer | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-09-16 12:20:22 |  | Leanne Colvin | 0 | Locks \& Door Hardware / |
| 2021-09-17 06:42:08 |  | Kristen McCloskey | 0 |  |
| 2021-09-17 06:51:31 |  | Krista Lederer | 0 | Electrical |
| 2021-09-17 06:57:11 | 2021-09-20 12:36:31 | Krista Lederer | 0 | Electrical |
| 2021-09-17 07:01:25 |  | Jeremiah | 0 | Electrical |
| 2021-09-17 07:07:31 |  | Jeremiah | 0 | Electrical |


| 2021-09-17 07:20:07 | Rain Matheke | 0 | Electrical |
| :---: | :---: | :---: | :---: |
| 2021-09-17 08:57:11 | Alisa Behar | 0 | Carpentry |
| 2021-09-17 14:25:23 | Alisa Behar | 0 |  |
| 2021-09-20 06:16:25 | Leanne Colvin | 0 |  <br> Door <br> Hardware / Keys |
| 2021-09-20 10:36:48 | Brian Derderian | 0 | Other |
| 2021-09-20 12:37:25 | Nathan Roth | 0 | Building Maintenanc |


| \|2021-09-20 12:38:33 |  | Rain Matheke | 0 | General Maintenanc e |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-20 12:39:01 |  | Nathan Roth | 0 |  |
| 2021-09-20 12:39:26 |  | Nathan Roth | 0 |  |
| 2021-09-21 06:19:08 | 2021-09-21 08:36:47 | Stephanie Kostezak | 0 | Building Maintenanc e |
| 2021-09-21 06:39:14 | 2021-09-21 08:06:54 | Karin Johansson | 0 | Electrical |
| \|2021-09-21 07:13:12 | 2021-09-21 10:46:55 | Lynda Dobson | O | Electrical |


| 2021-09-21 07:23:51 |  | Mary Anne Beck | 0 | Carpentry |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-21 08:52:29 |  | Alisa Behar | 0 |  |
| 2021-09-21 08:54:59 |  | christie rossi | 0 | Occupant Moves |
| 2021-09-21 09:46:44 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-09-21 10:03:50 |  | Mary Anne Beck | 0 | Plumbing |
| 2021-09-21 14:13:15 | 2021-09-21 14:13:19 | Krista Lederer | 0 |  |
| 2021-09-22 06:22:49 |  | Eric Lopez | 0 |  |
| 2021-09-22 06:30:47 |  | Dan McMichael | 0 | Electrical |
| 2021-09-22 06:32:28 |  | Eric Lopez | 0 |  |
| 2021-09-22 07:12:33 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / Keys |
| 2021-09-22 09:34:46 | 2021-09-22 09:41:54 | Taiki Yoshida | 0 | General Maintenanc e |


| 2021-09-22 11:11:48 | 2021-09-22 11:11:51 | Mariana Gaeta | 0 | Custodial |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-22 11:21:20 |  | Kristen McCloskey | 0 |  |
| 2021-09-22 11:44:55 | 2021-09-22 11:47:38 | Lisette Alivandivafa | 0 | Heating, Ventilation \& Air Conditionin g |
| 2021-09-22 13:51:05 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / |
| 2021-09-23 06:16:56 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / |
| 2021-09-23 06:35:09 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-09-23 06:48:30 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / |
| 2021-09-23 06:49:43 |  | Stephanie Kostezak | 0 | Plumbing |
| 2021-09-23 07:02:37 |  | Dave Anter | 0 |  |
| 2021-09-23 07:11:36 |  | Philip Koscak | 0 |  <br> Door <br> Hardware / Keys |
| 2021-09-23 07:34:19 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / |



| 2021-09-27 07:23:49 |  | Mary Anne Beck | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-27 07:24:40 |  | Linda Resendiz | 0 | Carpentry |
| 2021-09-27 07:25:36 | 2021-09-27 08:19:45 | Lisette Alivandivafa | 0 | Other |
| 2021-09-27 07:46:13 |  | Dan McMichael | 0 | Carpentry |
| 2021-09-27 11:44:00 | 2021-09-27 11:44:03 | Maya Conley | 0 | Custodial |
| 2021-09-27 12:00:33 | 2021-09-28 06:44:12 | Stephanie Kostezak | 0 | Custodial |
| 2021-09-27 12:33:19 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / |
| 2021-09-27 13:18:14 |  | Maya Conley | 0 |  <br> Door <br> Hardware / <br> Keys |





| \|2021-09-29 08:44:20 | 2021-09-29 08:44:23 | Rain Matheke | 0 | Custodial |
| :---: | :---: | :---: | :---: | :---: |
| 2021-09-29 08:44:47 | 2021-09-29 08:44:50 | Lisette Alivandivafa | 0 | Other |
| 2021-09-29 10:05:20 |  | Alisa Behar | 0 |  |
| 2021-09-29 12:34:01 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2021-09-29 13:03:09 | 2021-09-29 13:15:46 | Gary Wilson | 0 |  |
| 2021-09-29 14:57:28 | 2021-09-30 16:35:47 | LINDA CHANGSANDERS | 0 | Other |







| 2021-10-06 14:05:11 |  | Marie Ramirez | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-07 08:53:52 | 2021-10-07 14:07:28 | Linda Sanders | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-10-07 10:35:48 |  | Kristen McCloskey | 0 |  |
| 2021-10-07 10:51:09 | 2021-10-07 10:53:13 | christie rossi | 0 | Locks \& Door Hardware / |
| 2021-10-07 11:01:07 |  | Jason Judy | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-10-07 11:29:38 | 2021-10-07 13:08:06 | Gabby Chacon | 0 |  |
| 2021-10-07 11:32:39 |  | Marie Ramirez | 0 | Other |
| 2021-10-07 11:33:20 |  | Mary Anne Beck | 0 | Other |
| 2021-10-07 14:04:33 | 2021-10-07 14:06:57 | Linda Sanders | 0 | Other |


|  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- |
|  |  |  | Heating, <br> Ventilation <br> \& Air <br> Conditionin <br> g |  |
| 2021-10-08 08:31:38 |  |  |  |  |
|  |  |  |  |  <br> Door |
| $2021-10-08$ 09:07:12 |  |  |  |  |
| Hardware / |  |  |  |  |


| 2021-10-13 08:41:07 | 2021-10-13 09:07:57 | Linda Sanders | 0 | Carpentry |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-13 08:42:39 | 2021-10-13 09:31:28 | Taiki Yoshida | 0 | Carpentry |
| 2021-10-13 09:11:41 |  | Eric Lopez | 0 |  |
| 2021-10-13 11:01:55 |  | Alisa Behar | 0 |  |
| 2021-10-13 11:03:37 |  | Ruth Houston-Mudd | 0 | Other |
| 2021-10-13 11:33:23 | 2021-10-19 08:50:23 | Taiki Yoshida | 0 |  <br> Door Hardware / |
| 2021-10-13 14:01:23 |  | Mariana Gaeta | 0 | Heating, Ventilation \& Air Conditionin g |
| 2021-10-13 15:50:57 | 2021-10-13 16:16:09 | Kris Romero | 0 | Cleanup Request |
| 2021-10-13 15:51:28 | 2021-10-13 16:15:53 | Kris Romero | 0 | Cleanup Request |
| 2021-10-14 06:17:02 |  | Leanne Colvin | 0 |  <br> Door Hardware / |
| 2021-10-14 07:59:33 |  | Marie Ramirez | 0 | Carpentry |
| 2021-10-14 08:12:57 |  | Marie Ramirez | 0 | Other |


| 2021-10-14 08:13:25 |  | Marie Ramirez | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-14 08:14:46 |  | Marie Ramirez | 0 | Other |
| 2021-10-14 08:17:30 |  | Ruth Houston-Mudd | 0 | Other |
| 2021-10-14 09:24:50 | 2021-10-19 10:27:05 | Amanda Stansbury | 0 | Plumbing |
| 2021-10-14 11:34:25 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-10-14 11:36:00 |  | christie rossi for Kara | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-10-15 06:08:54 |  | Alisa Behar | 0 |  <br> Door Hardware / |
| 2021-10-15 06:09:38 |  | Gary Mui | 0 |  <br> Door Hardware / |
| 2021-10-15 06:57:44 | 2021-10-17 08:10:01 | Amanda Stansbury | 0 | Electrical |
| 2021-10-15 07:19:41 |  | bonnie lara | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |



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| :--- | :--- | :--- | :--- | :--- |
|  |  |  |  <br> Door <br> Hardware / <br> 2021-10-18 09:32:33 |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Keys |  |  |  |  |


| 2021-10-19 12:31:36 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-19 12:31:51 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / Keys |
| 2021-10-19 12:32:08 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / Keys |
| 2021-10-19 12:37:14 | 2021-10-19 12:37:22 | Leanne Colvin | 0 | Grounds |
| 2021-10-19 12:38:29 |  | Alisa Behar | 0 | Carpentry |
| 2021-10-19 12:59:09 |  | Lynda Dobson | 0 |  |
| 2021-10-19 13:52:09 |  | Eric Lopez | 0 |  |
| 2021-10-19 15:08:07 | 2021-10-19 15:08:10 | Ruth Houston-Mudd | 0 | Cleanup Request |
| 2021-10-19 15:08:41 | 2021-10-19 15:08:44 | Kristen McCloskey | 0 | Custodial |
| 2021-10-19 15:08:53 | 2021-10-19 15:08:56 | Johanna Pimentel | 0 |  |


| 2021-10-19 15:09:06 | 2021-10-19 15:09:10 | Ruth Houston-Mudd | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-19 15:09:20 | 2021-10-19 15:09:23 | Leanne Colvin | 0 | Custodial |
| 2021-10-19 15:09:37 | 2021-10-19 15:09:41 | Kristen McCloskey | 0 |  |
| 2021-10-19 15:09:48 | 2021-10-19 15:09:51 | Rain Matheke | 0 | Other |
| 2021-10-19 15:10:02 | 2021-10-19 15:10:06 | Kristen McCloskey | 0 |  |
| 2021-10-19 15:10:17 | 2021-10-19 15:10:20 | Eric Lopez | 0 |  |
| 2021-10-19 15:10:32 | 2021-10-19 15:10:35 | Stephanie Kostezak | 0 | Custodial |
| 2021-10-19 15:11:03 | 2021-10-19 15:11:06 | Johanna Pimentel | 0 |  |
| 2021-10-19 15:11:15 | 2021-10-19 15:11:18 | Stephanie Kostezak | 0 |  |
| 2021-10-19 15:11:28 | 2021-10-19 15:11:31 | Mary Anne Beck | 0 | Other |
| 2021-10-19 15:11:46 | 2021-10-19 15:11:49 | Cynthia Osuna | 0 | Custodial |
| 2021-10-19 15:11:58 | 2021-10-19 15:12:01 | Bonnie Lara | 0 | Custodial |
| 2021-10-19 15:12:11 | 2021-10-19 15:12:15 | Stephanie Kostezak | 0 |  |


| 2021-10-19 15:12:28 | 2021-10-19 15:12:32 | christie rossi for Sona Dombourian | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-19 15:12:40 | 2021-10-19 15:12:43 | Kristen McCloskey | 0 | Custodial |
| 2021-10-19 15:12:53 | 2021-10-19 15:12:56 | Stephanie Kostezak | 0 |  |
| 2021-10-19 15:14:59 | 2021-10-19 15:15:02 | Bonnie Lara | 0 | Painting |
| 2021-10-19 15:15:13 | 2021-10-19 15:15:16 | Elisabeth Alivandivafa | 0 | Cleanup <br> Request |
| 2021-10-19 15:15:51 | 2021-10-19 15:15:54 | Mary Anne Beck | 0 | Custodial |



| 2021-10-19 15:17:52 | 2021-10-19 15:17:55 | Bonnie Lara | 0 | General <br> Maintenanc |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-19 15:18:06 | 2021-10-19 15:18:09 | Michael Grimes | 0 | Custodial |
| 2021-10-19 15:18:20 | 2021-10-19 15:18:23 | Lynda Dobson | 0 |  |
| 2021-10-19 15:18:33 | 2021-10-19 15:18:36 | Stephanie Kostezak | 0 | Custodial |
| 2021-10-20 07:01:50 |  | Lynda Dobson | 0 |  |
| 2021-10-20 07:42:05 | 2021-10-20 12:41:47 | Linda Sanders | 0 | Other |
| 2021-10-20 07:42:56 | 2021-10-20 08:35:31 | Gabby Chacon | 0 |  |
| 2021-10-20 07:43:52 |  | Marie Ramirez | 0 | Other |
| 2021-10-20 08:08:28 | 2021-10-20 08:59:17 | Yesenia Ruvalcaba | 0 |  <br> Door Hardware / |
| 2021-10-20 08:53:02 |  | Alisa Behar |  |  |




| 2021-10-26 08:18:50 |  | Ruth Houston-Mudd | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-26 09:08:03 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / Keys |
| 2021-10-26 11:39:17 | 2021-10-26 11:39:20 | Yesenia Ruvalcaba | 0 | Cleanup <br> Request |
| 2021-10-26 14:29:39 | 2021-10-26 14:29:43 | Eric Lopez | 0 |  |
| 2021-10-26 14:32:01 | 2021-10-26 14:32:05 | Victoria Ater | 0 | Building <br> Maintenanc |
| 2021-10-26 14:32:13 | 2021-10-26 14:32:17 | Marcela Hernandez | 0 | Custodial |
| 2021-10-27 06:10:40 |  | DeAnna Grove | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-10-27 06:47:11 |  | Jeremiah | 0 | Electrical |
| 2021-10-27 07:17:27 | 2021-10-27 08:00:42 | Taiki Yoshida | 0 |  <br> Door <br> Hardware / Keys |
| 2021-10-27 08:47:28 | 2021-10-27 21:51:00 | Aaron Kay | 0 | Other |
| 2021-10-27 08:47:59 |  | Stephanie Kostezak | 0 |  |


| 2021-10-27 12:34:34 | 2021-10-27 12:34:37 | Linda Resendiz | 0 | Custodial |
| :--- | :--- | :--- | :--- | :--- |
| 2021-10-27 12:34:48 | 2021-10-27 12:34:51 | Mickey Aguilar | 0 | Custodial |
|  |  |  |  |  |
| 2021-10-27 12:35:24 | 2021-10-27 12:36:15 | Gabby Chacon | 0 |  |
|  |  |  |  |  |
|  |  |  |  |  |
| $2021-10-28$ 07:05:05 |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |


| 2021-10-28 07:05:51 |  | Mariana Gaeta | 0 | Building Maintenanc e |
| :---: | :---: | :---: | :---: | :---: |
| 2021-10-28 07:17:42 | 2021-11-22 10:57:08 | Gabby Chacon | 0 |  <br> Door <br> Hardware / |
| 2021-10-28 07:20:51 | 2021-11-02 12:39:34 | DeAnna Grove | 0 | Locks \& Door Hardware / Keys |
| 2021-10-28 09:00:04 | 2021-11-06 12:09:52 | Gabby Chacon | 0 |  |
| 2021-10-28 09:01:42 | 2021-10-28 09:15:48 | Linda Resendiz | 0 | Carpentry |
| 2021-10-28 13:25:00 |  | Ruth Houston-Mudd | 0 |  |
| 2021-10-28 13:31:57 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2021-10-28 15:26:54 |  | Ruth Houston-Mudd | 0 | Other |
| 2021-10-28 15:27:39 |  | Scott Colvin | 0 |  |
| 2021-10-29 06:55:43 | 2021-10-30 10:57:34 | Krista Lederer | 0 | Electrical |
| 2021-10-29 07:11:19 |  | Jeffrey Felburg | 0 | Custodial |


| 2021-10-29 12:18:54 | 2021-10-29 12:20:27 | Michael Grimes | 0 | Carpentry |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-01 06:18:18 |  | Stephanie Kostezak | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |
| 2021-11-01 07:46:50 | 2021-11-02 08:02:01 | Taiki Yoshida | 0 | Plumbing |
| 2021-11-01 08:01:25 |  | Jeffrey Felburg | 0 |  |
| 2021-11-01 08:03:40 |  | Ruth Houston-Mudd | 0 | Other |
| 2021-11-01 10:47:50 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-11-01 10:48:14 |  | Mickey Aguilar | 0 |  <br> Door Hardware / |
| 2021-11-01 14:30:09 |  | Lynda Dobson | 0 |  |
| 2021-11-02 06:53:26 |  | Bonnie Lara | 0 | Cleanup Request |
| 2021-11-02 07:01:40 |  | Alisa Behar | 0 | Electrical |
| 2021-11-02 09:25:58 |  | Mickey Aguilar | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-11-02 09:42:04 |  | Leanne Colvin | 0 |  <br> Door Hardware / |
| 2021-11-02 10:13:56 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |


| 2021-11-02 12:28:59 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-03 06:32:59 |  | Lynda Dobson | 0 |  |
| 2021-11-04 06:35:49 | 2021-11-04 07:28:02 | Gabby Chacon | 0 | Electrical |
| 2021-11-04 07:08:02 |  | Jeremiah | 0 | Electrical |
| 2021-11-04 07:56:39 |  | Ruth Houston-Mudd | 0 |  |
| 2021-11-04 09:05:17 | 2021-11-04 09:05:20 | Stephanie Kostezak | 0 | Custodial |
| 2021-11-04 10:11:50 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-11-04 12:02:26 |  | Eric Lopez | 0 |  |
| 2021-11-04 12:02:33 | 2021-11-04 12:02:40 | Mary Anne Beck | 0 | Custodial |
| 2021-11-04 12:03:06 |  | Eric Lopez | 0 |  |
| 2021-11-04 12:03:06 | 2021-11-04 12:03:09 | AnnMarie McCarthy | 0 | Other |


| \|2021-11-04 13:18:13 |  | Jason | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-05 06:35:47 |  | Eric Lopez | 0 |  |
| 2021-11-05 06:39:28 |  | christie rossi for <br> Brian Burns | 0 |  <br> Door <br> Hardware / |
| 2021-11-05 06:52:53 |  | Eric Lopez | 0 |  |
| 2021-11-05 07:10:58 | 2021-11-05 08:34:49 | Mariana Gaeta | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin <br> g |


| 2021-11-05 07:11:32 | 2021-11-05 08:35:06 | Mariana Gaeta | 0 | General Maintenanc e |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-05 07:36:46 |  | Gary Mui | 0 |  |
| 2021-11-05 07:37:27 | 2021-11-05 08:13:34 | Kris Romero | 0 | Constructio n |
| 2021-11-05 07:37:55 | 2021-11-05 08:00:57 | DeAnna Grove | 0 |  |
| 2021-11-05 07:38:24 | 2021-11-05 07:51:25 | Taiki Yoshida | 0 | General Maintenanc e |
| 2021-11-05 08:04:27 |  | Eric Lopez | 0 |  |
| 2021-11-05 08:05:12 |  | Eric Lopez | 0 |  |
| 2021-11-05 08:07:22 |  | Alisa Behar | 0 | Plumbing |
| 2021-11-05 09:17:28 |  | christie rossi | 0 | Other |
| 2021-11-08 07:42:12 | 2021-11-08 07:48:27 | Gabby Chacon | 0 |  |
| 2021-11-08 08:03:18 | 2021-11-08 08:35:10 | Philip Koscak | 0 | Building <br> Maintenanc <br> e |
| 2021-11-08 09:36:41 | 2021-11-17 12:10:29 | Taiki Yoshida | 0 | Plumbing |
| 2021-11-08 10:10:54 |  | Johanna Pimentel | 0 |  |



| 2021-11-10 06:07:22 |  | Alex Abundo | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-10 06:15:36 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / Keys |
| 2021-11-10 06:20:24 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-11-10 06:23:11 |  | Philip Koscak | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-11-10 08:34:24 |  | Ruth Houston-Mudd | 0 |  |
| 2021-11-10 09:17:30 | 2021-11-10 09:17:32 | Johanna Pimentel | 0 |  |
| 2021-11-10 09:17:56 | 2021-11-10 09:17:58 | Kristen McCloskey | 0 |  |
| 2021-11-10 09:38:44 |  | Leanne Colvin | 0 | Carpentry |
| 2021-11-10 10:13:35 |  | Taiki Yoshida | 0 | General Maintenanc e |
| 2021-11-10 10:19:13 | 2021-11-10 11:57:29 | Linda Sanders | 0 |  <br> Door <br> Hardware / |


| 2021-11-10 10:42:01 |  | Jennifer Warden | 0 | Electrical |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-10 11:44:21 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-11-12 06:15:01 |  | Alisa Behar | 0 | Carpentry |
| 2021-11-12 06:15:45 | 2021-11-12 07:42:04 | Taiki Yoshida | 0 | Carpentry |
| 2021-11-12 06:52:50 |  | Stephanie Kostezak | 0 | Electrical |
| 2021-11-12 10:21:54 | 2021-11-12 10:22:31 | kris romero | 0 | Plumbing |
| 2021-11-12 10:22:42 | 2021-11-17 12:09:12 | Taiki Yoshida | 0 | Plumbing |
| 2021-11-15 09:01:30 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-11-15 09:43:49 |  | christie rossi for monica garcia | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-11-15 11:57:59 |  | Scott Colvin | 0 |  |


| 2021-11-15 14:18:42 |  | Stephanie Kostezak | 0 | Building Maintenanc e |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-15 14:20:53 | 2021-11-15 15:03:37 | Philip Koscak | 0 | Other |
| 2021-11-15 14:23:14 |  | Lynda Dobson | 0 |  |
| 2021-11-16 06:24:58 |  | Kristen McCloskey | 0 |  |
| 2021-11-16 07:35:12 | 2021-11-16 07:35:14 | Marcela Hernandez | 0 | Custodial |
| 2021-11-16 07:39:02 | 2021-11-16 07:39:05 | Johanna Pimentel | 0 |  |
| 2021-11-16 08:21:16 | 2021-11-16 08:22:53 | Lisette Alivandivafa | 0 | Occupant <br> Moves |
| 2021-11-16 08:22:55 |  | Alisa Behar | 0 | Custodial |
| 2021-11-16 08:55:41 | 2021-11-16 15:17:38 | Linda Sanders | 0 |  <br> Door Hardware / |
| 2021-11-16 08:57:18 |  | Ruth Houston-Mudd | 0 |  <br> Door <br> Hardware / <br> Keys |



| 2021-11-18 09:57:27 |  | Krista Lederer | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-18 10:28:15 | 2021-11-18 10:28:17 | Krista Lederer | 0 |  |
| 2021-11-18 10:28:34 | 2021-11-18 10:28:37 | Krista Lederer | 0 |  |
| 2021-11-19 06:15:57 |  | Alisa Behar | 0 |  |
| 2021-11-19 07:18:29 |  | Alisa Behar | 0 | Electrical |
| 2021-11-19 13:49:43 |  | Linda Resendiz | 0 | Carpentry |
| 2021-11-19 14:14:58 |  | Marcela Hernandez | 0 | Other |
| 2021-11-19 14:15:15 |  | Brian Derderian | 0 | Other |
| 2021-11-22 10:55:29 |  | Alisa Behar | 0 |  |


| 2021-11-22 11:23:16 | 2021-11-22 11:23:18 | Marcela Hernandez | 0 | Custodial |
| :---: | :---: | :---: | :---: | :---: |
| 2021-11-22 12:11:09 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2021-11-23 07:33:53 |  | Jeffrey Felburg | 0 |  |
| 2021-11-23 07:46:41 | 2021-11-23 09:53:44 | Krista Lederer | 0 |  |
| 2021-11-23 09:36:14 |  | Yesenia Ruvalcaba | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-11-23 09:38:07 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-11-23 09:38:54 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / |
| 2021-11-23 09:41:22 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / |
| 2021-11-23 09:42:21 |  | Krista Lederer | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-11-23 10:37:05 | 2021-11-25 10:17:32 | Taiki Yoshida | 0 | Carpentry |



| 2021-12-01 07:08:02 | 2021-12-02 11:11:25 | Aaron Kay | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-12-01 07:08:39 |  | Lynda Dobson | 0 |  |
| 2021-12-01 07:30:28 |  | Mary Anne Beck | 0 | Other |
| 2021-12-01 07:55:45 |  | Ruth Houston-Mudd | 0 |  |
| 2021-12-01 11:24:20 |  | Philip Koscak | 0 | Occupant <br> Moves |
| 2021-12-01 11:30:39 |  | Eric Lopez | 0 |  |
| 2021-12-01 11:45:50 |  | Eric Lopez | 0 |  |
| 2021-12-01 12:46:35 |  | Eric Lopez | 0 |  |
| 2021-12-02 08:17:36 |  | Eric Lopez | 0 |  |
| 2021-12-02 09:17:41 |  | Eric Lopez | 0 |  <br> Door <br> Hardware / |
| 2021-12-02 11:10:50 |  | Mary Anne Beck | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2021-12-02 12:08:44 | 2021-12-04 14:59:39 | Taiki Yoshida | 0 | General Maintenanc e |





| 2021-12-13 06:38:12 |  | Eric Lopez | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-12-13 06:44:35 |  | DAVE ANTER | 0 |  |
| 2021-12-13 07:00:26 |  | Krista Lederer | 0 |  |
| 2021-12-13 07:09:16 | 2021-12-13 08:54:47 | Elizabeth Nielsen | 0 |  |
| 2021-12-13 13:09:50 |  | Katharine Boyd for John Sinutko | 0 | Electrical |
| 2021-12-13 14:04:01 |  | Leanne Colvin | 0 |  <br> Door Hardware / |



| 2021-12-16 07:54:49 |  | Ruth Houston-Mudd | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2021-12-16 09:02:57 |  | Crystal Wirth | 0 | Carpentry |
| 2021-12-16 11:02:19 |  | Leanne Colvin | 0 | Other |
| 2021-12-17 09:09:39 |  | Stephanie Kostezak | 0 | Carpentry |
| 2021-12-17 10:35:38 |  | Lynda Dobson | 0 |  |
| 2021-12-17 10:36:16 |  | Mary Anne Beck | 0 | Custodial |
| 2021-12-20 06:39:10 |  | Lisette Alivandivafa | 0 |  <br> Door Hardware / |
| 2021-12-20 07:42:43 | 2021-12-20 12:59:25 | Kris Romero | 0 | Plumbing |
| 2021-12-20 11:23:39 | 2021-12-20 11:26:18 | Mary Anne Beck | 0 | Other |


| 2021-12-20 11:24:15 | 2021-12-20 11:27:58 | Dave Anyer | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2021-12-20 11:24:48 |  | Krista Lederer | 0 |  |
| 2021-12-20 11:56:00 | 2021-12-20 12:44:25 | Lisette Alivandivafa | 0 | Moves |
| 2021-12-21 07:57:07 |  | Leanne Colvin | 0 | Carpentry |
| 2021-12-21 12:37:56 |  | Leanne Colvin | 0 | Locks \& Door Hardware / Keys |
| 2021-12-22 10:30:24 |  | Alisa Behar | 0 |  |
| 2021-12-22 11:34:39 |  | Eric Lopez | 0 |  |
| 2021-12-22 12:23:15 |  | Mary Anne Beck | 0 | Custodial |
| 2022-01-03 09:32:16 |  | Alisa Behar | 0 |  |
| 2022-01-03 13:06:34 | 2022-01-14 13:43:12 | Kris Romero | 0 | Cleanup <br> Request |
| 2022-01-04 06:19:15 |  | Alisa Behar | 0 | Select a request type |


| 2022-01-04 11:44:49 |  | Jason Judy | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-01-04 11:45:49 |  | Eric Lopez | 0 |  |
| 2022-01-05 07:18:33 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2022-01-05 07:22:30 |  | Philip Koscak | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-05 07:38:52 |  | Philip Koscak | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-05 08:03:27 | 2022-01-05 08:23:52 | Priscilla Mora | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-05 08:04:52 |  | Stephanie Kostezak | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-05 10:11:16 | 2022-01-05 10:11:42 | Victoria Ater | 0 | Building Maintenanc e |
| 2022-01-05 11:46:26 |  | Nathan Roth | 0 | General <br> Maintenanc |
| 2022-01-05 12:35:42 | 2022-01-10 10:44:07 | Amanda Stansbury | 0 |  |
| 2022-01-05 13:08:40 |  | Alisa Behar | 0 |  |
| 2022-01-05 13:48:58 |  | Crystal Wirth | 0 |  <br> Door <br> Hardware / |


|  |  |  |  |  <br> Door |
| :--- | :--- | :--- | :--- | :--- |
| 2022-01-05 13:49:46 |  | Mary Anne Beck | 0 | Hardware / |
|  |  |  |  <br> Door <br> Hardware / |  |
| 2022-01-05 13:50:19 |  | Victoria Collie | 0 | Keys |
|  |  |  |  <br> Door <br> Hardware / |  |
| $2022-01-05$ 13:50:58 |  | Mristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2022-01-05 13:51:28 |  |  | 0 |  <br> Door |
| Hardware / |  |  |  |  |


| 2022-01-06 12:15:53 |  | Marcela Hernandez | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-01-06 16:00:03 | 2022-01-06 16:00:07 | Amanda Stansbury | 0 | Dispenser Repair |
| 2022-01-06 16:00:25 | 2022-01-06 16:00:29 | Victoria Collie | 0 |  |
| 2022-01-06 16:00:45 | 2022-01-06 16:00:49 | Melanie Weerasinghe | 0 | Partition <br> Problem |
| 2022-01-06 16:01:02 | 2022-01-06 16:01:06 | Gabby Chacon | 0 |  |
| 2022-01-06 16:01:20 | 2022-01-06 16:01:24 | Katharine Boyd for Edwin Leung | 0 | Cleanup Request |
| 2022-01-07 08:10:23 |  | Kris Romero | 0 | Electrical |
| 2022-01-07 08:27:40 |  | Jeremiah | 0 | Electrical |



|  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  <br> Door <br> Hardware / <br> 2022-01-12 07:58:24 |
|  |  |  |  |  |
|  |  |  |  |  |
| Kisette Alivandivafa |  |  |  |  |


| 2022-01-13 13:48:16 | 2022-01-13 13:48:20 | Krista Lederer | 0 | Select a request type (optional) |
| :---: | :---: | :---: | :---: | :---: |
| 2022-01-13 13:48:28 | 2022-01-13 13:48:31 | AnnMarie McCarthy | 0 |  |
| 2022-01-13 13:48:44 | 2022-01-13 13:48:47 | Scott Colvin | 0 |  |
| 2022-01-18 08:05:30 |  | Kris Romero | 0 | Plumbing |
| 2022-01-18 10:19:59 |  | Victoria Collie | 0 | Locks \& Door Hardware / |
| 2022-01-18 10:50:32 |  | Jennifer Warden | 0 | General Maintenanc e |
| 2022-01-19 10:33:07 |  | Eric Lopez | 0 |  |
| 2022-01-19 13:14:54 |  | Scott Colvin | 0 |  |
| 2022-01-19 15:25:02 | 2022-01-19 16:20:00 | Michael Grimes | 0 | Other |
| 2022-01-19 15:25:37 | 2022-01-19 16:20:08 | Michael Grimes | 0 | Other |
| 2022-01-20 06:05:54 |  | Alisa Behar | 0 |  |


| 2022-01-20 06:06:13 | 2022-02-25 09:29:18 | Jennifer Warden | 0 | General Maintenanc |
| :---: | :---: | :---: | :---: | :---: |
| 2022-01-20 06:06:36 |  | nathan | 0 | Engineering |
| 2022-01-20 06:07:03 | 2022-01-20 10:20:09 | Amanda Stansbury | 0 | Carpentry |
| 2022-01-20 06:36:57 | 2022-01-20 08:20:11 | Melanie Weerasinghe | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-20 06:46:14 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-20 10:07:19 |  | Johanna Pimentel | 0 |  |
| 2022-01-20 13:54:49 |  | Jason Judy | 0 |  <br> Door Hardware / |
| 2022-01-20 13:54:59 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / |
| 2022-01-20 13:55:08 |  | christie rossi | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-20 13:55:22 |  | Linda Chang-Sanders | 0 |  <br> Door Hardware / |
| 2022-01-20 13:55:34 |  | christie rossi | 0 |  <br> Door <br> Hardware / |
| 2022-01-20 15:21:16 |  | Kris Romero | 0 | Constructio <br> n |




| 2022-01-25 08:13:25 |  | Johanna Pimentel | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-01-25 10:01:28 | 2022-01-25 10:03:09 | Linda Chang-Sanders | 0 | Other |
| 2022-01-25 10:03:11 |  | Lynda Dobson | 0 |  |
| 2022-01-26 06:27:25 |  | Jeffrey Felburg | 0 | Custodial |
| 2022-01-26 06:28:15 |  | Ruth Houston-Mudd | 0 |  |
| 2022-01-26 07:48:14 |  | Victoria Collie | 0 |  |
| 2022-01-26 07:49:39 |  | Lauren Nickerson | 0 | General <br> Maintenanc |
| 2022-01-26 08:03:38 | 2022-01-26 12:32:12 | Diane Gusman | 0 | Building Maintenanc e |
| 2022-01-26 08:06:46 |  | christie rossi | 0 | Locks \& Door Hardware / |
| 2022-01-26 08:23:34 | 2022-01-26 08:41:37 | christie rossi | 0 | Other |
| 2022-01-26 08:23:48 |  | Mariana Gaeta | 0 | Custodial |


| 2022-01-26 09:45:37 |  | christie rossi | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-01-26 12:02:40 |  | Mickey Aguilar | 0 | Other |
| 2022-01-26 14:10:10 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / Keys |
| 2022-01-26 14:11:10 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / Keys |
| 2022-01-26 14:12:21 |  | Katharine Boyd for Edwin Leung | 0 |  <br> Door <br> Hardware / Keys |
| 2022-01-27 06:47:41 | 2022-01-27 06:53:43 | Amanda Stansbury | 0 | Electrical |
| 2022-01-27 07:35:46 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2022-01-27 10:17:01 |  | Eric Lopez | 0 |  |
| 2022-01-27 10:37:37 |  | Leanne Colvin | 0 |  |


| 2022-01-27 11:27:36 | 2022-01-27 11:29:45 | Taiki Yoshida | 0 | Carpentry |
| :---: | :---: | :---: | :---: | :---: |
| 2022-01-27 11:34:18 |  | Eric Lopez | 0 |  |
| 2022-01-27 13:55:44 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-01-28 09:17:25 |  | Melanie Weerasinghe | 0 | Appliances |
| 2022-01-28 13:53:35 |  | Eric Lopez | 0 |  |
| 2022-01-31 06:14:20 | 2022-01-31 08:14:44 | Kristin Romero | 0 | Appliances |
| 2022-01-31 07:03:38 |  | Leanne Colvin | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |
| 2022-01-31 07:13:58 |  | Scott Colvin | 0 |  |
| 2022-01-31 07:49:14 |  | Marie Ramirez | 0 | Other |
| 2022-01-31 09:18:39 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / <br> Keys |


|  |  |  |  |  <br> Door <br> Hardware / |
| :--- | :--- | :--- | :--- | :--- |
| 2022-01-31 09:29:32 | 2022-01-31 09:33:54 | Aaron Kay | 0 | Keys |
|  |  |  |  <br> Door <br> Hardware / <br> Keys |  |
| 2022-01-31 09:31:26 | 2022-01-31 09:32:22 | Taiki Yoshida | 0 |  <br> Door <br> Hardware / |
| 2022-01-31 09:33:11 |  |  | 0 |  |
| 2022-01-31 09:55:14 | $2022-01-31$ 09:55:17 | Victoria Collie | 0 |  |
|  |  |  | 0 |  |
| $2022-01-31$ 10:25:47 | $2022-01-31$ 10:25:52 | Mariana Gaeta | 0 |  |
|  |  |  | 0 |  |
| $2022-01-31$ Custodial |  |  |  |  |


|  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- |
| 2022-01-31 13:19:26 |  |  |  |  |
|  |  |  |  <br> Door <br> Hardware / <br> Keys |  |
|  |  |  |  |  |


| 2022-02-01 08:52:18 | 2022-02-01 10:40:58 | Victoria Collie c/o Gerry Zucca | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-01 09:45:11 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2022-02-01 09:45:24 |  | Jason judy | 0 |  <br> Door <br> Hardware / |
| 2022-02-01 09:46:56 |  | Victoria Collie | 0 | Locks \& Door Hardware / |
| 2022-02-01 09:47:26 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-02 06:06:41 | 2022-02-02 06:19:57 | steve timmons | 0 |  |
| 2022-02-02 07:47:11 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2022-02-02 08:22:04 |  | John Stauguaard | 0 |  |
| 2022-02-02 08:22:41 |  | Alex Abundo | 0 |  |
| 2022-02-02 11:34:55 |  | Victoria Collie | 0 |  |
| 2022-02-02 11:42:17 |  | Marie Ramirez | 0 | Other |


| 2022-02-02 14:15:11 |  | Marcela Hernandez | 0 | Electrical |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-03 07:01:41 |  | Johanna Pimentel | 0 |  |
| 2022-02-03 07:37:34 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2022-02-03 11:05:19 |  | Eric Lopez | 0 |  |
| 2022-02-03 13:55:05 | 2022-02-03 15:52:41 | Taiki Yoshida | 0 | General Maintenanc e |
| 2022-02-04 06:28:08 |  | Jeremiah | 0 | Electrical |
| 2022-02-04 06:33:40 |  | Eric Lopez | 0 |  |
| 2022-02-04 07:49:26 |  | Johanna Pimentel | 0 |  |
| 2022-02-07 07:06:18 |  | Jeremiah | 0 | Electrical |
| 2022-02-07 07:19:35 |  | Jeremiah | 0 | Electrical |
| 2022-02-07 07:41:17 |  | Eric Lopez | 0 |  |


| 2022-02-07 10:09:29 | 2022-02-07 10:09:33 | Eric Lopez | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-07 11:51:49 | 2022-02-07 15:53:01 | Krista Lederer | 0 |  |
| 2022-02-07 14:20:00 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / |
| 2022-02-08 06:39:24 |  | Krista Lederer | 0 |  |
| 2022-02-08 06:41:24 |  | Krista Lederer | 0 |  |
| 2022-02-08 09:40:45 |  | Jeremiah | 0 | Electrical |
| 2022-02-08 09:54:14 | 2022-02-08 15:25:43 | Taiki Yoshida | 0 | Carpentry |
| 2022-02-08 09:55:08 |  | Kristen McCloskey | 0 |  |
| 2022-02-08 10:33:55 | 2022-02-08 10:33:59 | Leanne Colvin | 0 | Custodial |



| 2022-02-10 06:30:59 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-10 08:45:01 | 2022-02-16 14:26:41 | Elizabeth Nielsen | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-10 09:52:48 |  | Eric Lopez | 0 |  |
| 2022-02-10 11:58:39 |  | Lynda Dobson | 0 |  |
| 2022-02-10 12:46:12 | 2022-02-10 12:46:16 | Katharine Boyd for | 0 | Custodial |
| 2022-02-10 13:29:24 |  | Marie Ramirez | 0 | Other |
| 2022-02-10 14:35:43 |  | Katharine Boyd for <br> Debi Klein and John | 0 | Other |
| 2022-02-10 15:53:48 | 2022-02-10 15:53:52 | Eric Lopez | 0 |  |
| 2022-02-10 15:54:21 | 2022-02-10 15:54:25 | Johanna Pimentel | 0 |  |
| 2022-02-11 06:48:57 | 2022-02-13 10:21:11 | Amanda Stansbury | 0 | Carpentry |
| 2022-02-11 07:24:09 |  | Philip Koscak | 0 |  <br> Door <br> Hardware / <br> Keys |


| 2022-02-11 08:12:45 | 2022-02-16 14:26:24 | Elizabeth Nielsen | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-11 10:46:19 |  | Alisa Behar | 0 |  |
| 2022-02-14 06:24:25 |  | Eric Lopez | 0 |  |
| 2022-02-14 07:40:01 |  | Leanne Colvin | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |
| 2022-02-14 08:49:05 |  | AnnMarie McCarthy | 0 |  |
| 2022-02-14 09:56:10 | 2022-02-15 08:37:35 | Taiki Yoshida | 0 | Plumbing |
| 2022-02-14 11:46:15 |  | Scott Colvin | 0 |  |
| 2022-02-14 11:46:49 |  | Lynda Dobson | 0 |  |
| 2022-02-15 06:30:43 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-15 06:34:33 |  | christie rossi | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-15 06:37:00 |  | christie rossi | 0 |  <br> Door <br> Hardware / |
| 2022-02-15 06:39:33 |  | christie rossi | 0 |  <br> Door <br> Hardware / |


| 2022-02-15 06:50:00 |  | christie rossi | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-15 06:52:38 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / |
| 2022-02-15 06:55:32 |  | christie rossi | 0 |  <br> Door <br> Hardware / |
| 2022-02-15 07:00:52 |  | christie rossi | 0 | Other |
| 2022-02-15 07:09:57 | 2022-02-15 10:21:16 | steve timmons | 2 | Electrical |
| 2022-02-15 07:47:07 | 2022-02-15 07:47:10 | Dave anter | 0 | Building Maintenanc |
| 2022-02-15 09:34:07 |  | Dave anter | 0 |  |
| 2022-02-15 11:07:11 | 2022-02-15 11:07:17 | Victoria Collie | 0 |  |
| 2022-02-15 11:07:40 | 2022-02-15 11:07:43 | Kristen McCloskey | 0 |  |
| 2022-02-16 07:46:41 |  | Philip Koscak | 0 | Occupant <br> Moves |


| 2022-02-16 08:04:37 | 2022-02-16 08:05:30 | Marcela Hernandez | 0 | Locks \& Door Hardware / Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-16 08:06:08 |  | Mickey Aguilar | 0 | General Maintenanc e |
| 2022-02-16 08:16:30 |  | Melanie Weerasinghe | 0 |  <br> Door <br> Hardware / |
| 2022-02-16 08:21:27 |  | christie rossi | 0 |  <br> Door <br> Hardware / |
| 2022-02-16 08:30:49 | 2022-02-16 09:59:30 | Marcela Hernandez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-16 08:57:04 |  | Melanie Weerasinghe | 0 |  <br> Door <br> Hardware / |
| 2022-02-16 10:12:49 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |


| 2022-02-16 11:58:06 |  | christie rossi | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-16 13:12:02 |  | Victoria Collie | 0 | Heating, Ventilation \& Air Conditionin g |
| 2022-02-16 13:52:23 | 2022-02-16 14:14:08 | steve timmons | 0 |  |
| 2022-02-16 13:55:47 |  | Scott Colvin | 0 |  |
| 2022-02-16 14:22:54 | 2022-02-23 16:27:14 | Elizabeth Nielsen | 0 |  <br> Door <br> Hardware / |
| 2022-02-17 08:22:06 |  | christie rossi | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-17 10:15:16 | 2022-02-17 13:01:58 | Priscilla Mora | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-17 10:27:38 |  | Kris Romero | 0 | Building Maintenanc e |
| 2022-02-17 10:33:18 | 2022-02-17 10:33:21 | Alisa Behar | 0 | Select a request type (optional) |
| 2022-02-17 10:33:46 | 2022-02-17 10:33:49 | christie rossi | 0 | Custodial |


| 2022-02-17 11:27:05 | 2022-02-17 11:33:51 | Marcela Hernandez | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-17 12:59:45 |  | Rosie Gabrielyan | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-17 13:17:58 |  | christie rossi | 0 | Electrical |
| 2022-02-22 06:36:04 | 2022-02-24 08:21:49 | Taiki Yoshida | 0 | Electrical |
| 2022-02-22 07:20:48 |  | Melanie Weerasinghe | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-22 09:34:36 |  | Scott Colvin | 0 |  |
| 2022-02-22 10:23:40 |  | Katharine Boyd for John Sinutko | 0 |  <br> Door Hardware / |
| 2022-02-22 10:55:50 | 2022-02-22 12:11:22 | Philip Koscak | 0 | Other |
| 2022-02-22 11:55:49 |  | Gary Mui | 0 | Plumbing |


| 2022-02-23 06:07:36 |  | Alisa Behar | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-02-23 06:49:31 |  | Scott Colvin | 0 |  |
| 2022-02-23 07:16:28 |  | Kristen McCloskey | 0 |  |
| 2022-02-23 07:44:31 |  | Deborah Brackley | 0 |  |
| 2022-02-23 08:22:42 | 2022-02-23 08:22:45 | Michael Grimes | 0 | Custodial |
| 2022-02-23 08:22:56 | 2022-02-23 08:22:59 | Melanie Weerasinghe | 0 | Other |
| 2022-02-23 09:17:39 | 2022-02-23 09:18:02 | christie rossi | 0 | Cleanup Request |
| 2022-02-23 12:55:41 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / |
| 2022-02-23 12:56:02 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / |



| 2022-02-24 06:41:43 | Krista Lederer | 0 |  |
| :---: | :---: | :---: | :---: |
| 2022-02-24 06:43:04 | Elizabeth Nielsen | 0 |  |
| 2022-02-24 10:40:10 | ELISABETH ALIVANDIVAFA | 0 |  |
| 2022-02-24 11:28:51 | Melanie Weerasinghe | 0 | Locks \& Door Hardware / Keys |
| 2022-02-24 11:37:41 | Melanie Weerasinghe | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-24 13:59:43 | Leanne Colvin | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-02-24 14:15:40 | Leanne Colvin | 0 |  |
| 2022-02-24 14:20:23 | Victoria Collie | 0 |  |


| 2022-02-25 06:51:21 | Alisa Behar | 0 |  |
| :---: | :---: | :---: | :---: |
| 2022-02-25 09:52:41 | Victoria Collie | 0 |  |
| 2022-02-25 09:53:24 | Lynda Dobson | 0 |  |
| 2022-02-25 10:18:51 | Christie Rossi | 0 |  <br> Door <br> Hardware / |
| 2022-02-25 12:25:15 | Eric Lopez | 0 |  |
| 2022-02-28 06:23:19 | Eric Lopez | 0 |  |
| 2022-02-28 06:23:59 | Eric Lopez | 0 |  |
| 2022-02-28 06:24:45 | Eric Lopez | 0 |  |
| 2022-02-28 06:25:23 | Eric Lopez | 0 |  |
| 2022-03-01 06:29:19 | christie rossi for daniela guevara | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-01 06:34:16 | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-01 07:21:51 | Kristen McCloskey | 0 |  <br> Door <br> Hardware / Keys |
| 2022-03-01 07:27:10 | Kristen McCloskey | 0 |  |


| 2022-03-01 08:14:38 |  | Christie Rossi | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-01 08:57:54 |  | Lynda Dobson | 0 |  |
| 2022-03-01 08:59:03 | 2022-03-01 09:35:03 | Alicia Hoffman | 0 | Other |
| 2022-03-01 08:59:31 |  | Leanne Colvin | 0 | Other |
| 2022-03-01 09:00:16 |  | Kristen McCloskey | 0 |  |
| 2022-03-01 09:09:58 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / |
| 2022-03-01 10:33:06 |  | Leanne Colvin | 0 | Carpentry |
| 2022-03-01 13:16:52 |  | Marcela Hernandez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-01 13:17:10 | 2022-03-01 13:29:37 | Linda Resendiz | 0 |  <br> Door <br> Hardware / |
| 2022-03-01 13:17:35 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / |
| 2022-03-01 13:18:48 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / |


| 2022-03-01 13:20:35 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-02 06:20:29 |  | Melanie Weerasinghe | 0 | Building <br> Maintenanc |
| 2022-03-02 06:23:54 |  | christie rossi for Tammy Coleman | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-02 06:31:21 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2022-03-02 06:42:25 | 2022-03-02 07:38:14 | Gabby Chacon | 0 |  |
| 2022-03-02 07:45:23 |  | Leanne Colvin | 0 | Carpentry |
| 2022-03-02 08:06:52 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-02 08:07:02 |  | Eric Lopez | 0 |  |
| 2022-03-02 08:08:02 |  | Victoria Collie | 0 | Plumbing |
| 2022-03-02 09:29:29 |  | Ruth Houston-Mudd | 0 | Locks \& Door Hardware / |
| 2022-03-02 09:55:23 |  | Scott Colvin | 0 |  |
| 2022-03-02 11:44:41 |  | Marie Ramirez | 0 | Other |




| 2022-03-07 09:42:19 |  | Alisa Behar | 0 | Plumbing |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-07 11:18:14 | 2022-03-07 11:19:55 | Lisette Alivandivafa | 0 |  <br> Door Hardware / |
| 2022-03-07 11:51:56 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-07 11:56:34 |  | Elizabeth Nielsen | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-08 06:30:55 | 2022-03-15 17:08:43 | Victoria Collie | 0 | Heating, <br> Ventilation <br> \& Air <br> Conditionin |
| 2022-03-08 06:36:14 |  | Ruth Houston-Mudd | 0 |  |
| 2022-03-08 06:43:15 |  | Jeffrey Felburg | 0 | Electrical |
| 2022-03-08 08:09:58 |  | Elizabeth Nielsen | 0 | General Maintenanc e |
| 2022-03-08 10:19:13 | 2022-03-15 17:08:53 | Victoria Collie | 0 |  |
| 2022-03-08 13:28:44 |  | Diane Gusman | 0 |  <br> Door <br> Hardware / <br> Keys |


| 2022-03-09 06:58:09 |  | Kristen McCloskey | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-09 10:47:27 | 2022-03-09 11:09:33 | Taiki Yoshida | 0 | General Maintenanc e |
| 2022-03-09 12:56:21 |  | Diane Gusman | 0 |  <br> Door <br> Hardware / |
| 2022-03-09 12:56:47 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / |
| 2022-03-10 06:30:08 |  | Lisette Alivandivafa | 0 | Cleanup <br> Request |
| 2022-03-10 06:40:30 | 2022-03-10 10:03:38 | Kris | 0 | General Maintenanc e |
| 2022-03-10 06:59:07 | 2022-03-10 07:01:20 | Jana Johnson | 0 | Electrical |
| 2022-03-10 07:44:26 | 2022-03-10 07:44:29 | Krista Lederer | 0 |  |
| 2022-03-10 07:58:53 | 2022-03-10 07:58:56 | Karin Johansson | 0 | Custodial |
| 2022-03-10 08:03:12 | 2022-03-10 08:03:16 | Linda Resendiz | 0 | Custodial |
| 2022-03-10 08:05:21 | 2022-03-10 08:05:22 | bonnie lara | 0 | Custodial |
| 2022-03-10 08:06:32 | 2022-03-10 08:06:36 | christie rossi for edwin leung | 0 | Other |


| 2022-03-10 08:06:53 | 2022-03-10 08:06:56 | Marcela Hernandez | 0 | Custodial |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-10 08:08:42 | 2022-03-10 08:08:45 | Krista Lederer | 0 |  |
| 2022-03-10 08:09:03 | 2022-03-10 08:09:06 | Gabby Chacon | 0 | Custodial |
| 2022-03-10 08:14:18 | 2022-03-10 08:14:21 | marcela hernandez | 0 | Custodial |
| 2022-03-10 09:11:17 |  | Dan McMichael | 0 |  |
| 2022-03-10 09:59:42 |  | Mariana Gaeta | 0 | Other |
| 2022-03-10 10:00:31 |  | Kris | 0 | General Maintenanc e |
| 2022-03-10 11:47:06 |  | Leanne Colvin | 0 | Other |
| 2022-03-10 13:45:46 |  | Lynda Dobson | 0 |  |
| 2022-03-10 13:46:17 |  | Lynda Dobson | 0 |  |


| 2022-03-10 14:13:54 |  | Elizabeth Nielsen | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-11 06:05:33 |  | Amanda Stansbury | 0 | Building Maintenanc e |
| 2022-03-11 06:06:12 | 2022-03-14 05:47:35 | steve timmons | 0 |  |
| 2022-03-11 06:24:18 |  | Ruth Houston-Mudd | 0 | Electrical |
| 2022-03-11 07:24:31 |  | Lynda Dobson | 0 |  |
| 2022-03-11 07:43:19 |  | Elizabeth Nielsen | 0 |  <br> Door <br> Hardware / |
| 2022-03-11 09:36:37 |  | Scott Colvin | 0 |  |
| 2022-03-11 10:29:37 |  | Alex Abundo | 0 |  |
| 2022-03-14 07:17:25 |  | Mickey Aguilar | 0 | General Maintenanc e |
| 2022-03-14 09:25:24 | 2022-03-16 09:48:37 | Taiki Yoshida | 0 | Plumbing |
| 2022-03-14 11:53:44 |  | Alisa Behar | 0 |  |
| 2022-03-14 12:50:39 |  | Jason Judy | 0 |  <br> Door Hardware / |
| 2022-03-14 12:51:35 |  | Jason Judy | 0 |  |


| 2022-03-14 14:05:17 |  | Scott Colvin | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-14 14:09:18 |  | Scott Colvin | 0 |  |
| 2022-03-14 14:32:31 | 2022-03-14 14:32:34 | Elizabet Nielse | 0 | Other |
| 2022-03-15 07:07:03 |  | Alisa Behar | 0 | Electrical |
| 2022-03-15 07:27:46 |  | christie rossi for edwin leung | 0 | Plumbing |
| 2022-03-15 07:32:11 | 2022-03-15 08:16:59 | Michael Grimes | 0 | Carpentry |
| 2022-03-15 07:40:25 | 2022-03-16 07:37:02 | Jennifer Beveridge | 0 | Other |
| 2022-03-15 07:41:52 |  | Johanna Pimentel | 0 |  <br> Door <br> Hardware / |
| 2022-03-15 08:02:16 | 2022-03-16 07:41:43 | Lisette Alivandivafa | 0 | Other |
| 2022-03-15 08:02:51 | 2022-03-15 08:18:59 | Michael Grimes | 0 | Cleanup Request |




| 2022-03-16 07:29:05 |  | Marie Ramirez | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-16 07:48:54 | 2022-03-16 07:49:45 | Linda Chang-Sanders | 0 | Carpentry |
| 2022-03-16 10:23:06 |  | christie rossi for Edwin Leung | 0 | Other |
| 2022-03-16 10:56:33 |  | Melanie Weerasinghe | 0 | Appliances |
| 2022-03-16 10:57:10 |  | Eric Lopez | 0 |  |
| 2022-03-16 10:57:52 |  | Victoria Collie | 0 |  |
| 2022-03-16 11:09:13 |  | Kristen McCloskey | 0 |  |
| 2022-03-17 05:51:43 |  | Eric Lopez | 0 |  |
| 2022-03-17 06:11:40 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / |
| 2022-03-17 06:15:13 |  | Kris Romero | 0 | Electrical |
| 2022-03-17 08:13:37 |  | Ruth Houston-Mudd | 0 | Cleanup Request |


| 2022-03-17 09:07:35 |  | Eric Lopez | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-18 06:39:05 | 2022-03-20 08:04:38 | Amanda Stansbury | 0 | Electrical |
| 2022-03-18 06:42:19 |  | Marcela Hernandez | 0 | Electrical |
| 2022-03-18 07:11:22 |  | Scott Colvin | 0 |  |
| 2022-03-18 07:49:58 |  | Eric Lopez | 0 |  |
| 2022-03-18 07:50:45 |  | Katharine Boyd for Debi Klein | 0 | Other |
| 2022-03-18 08:04:06 |  | Jason Judy | 0 |  |
| 2022-03-18 09:07:31 |  | Eric Lopez | 0 |  |
| 2022-03-18 09:08:07 |  | Eric Lopez | 0 |  |
| 2022-03-18 13:58:05 | 2022-03-21 11:43:26 | Karin Johansson | 0 | Carpentry |
| 2022-03-18 14:11:04 |  | Jason Judy | 0 |  |


| 2022-03-18 14:12:01 |  | Elizabeth Nielsen | 0 |  <br> Door <br> Hardware / Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-21 06:40:30 |  | Ruth Houston-Mudd | 0 | Electrical |
| 2022-03-21 06:43:59 |  | Kris Romero | 0 | Electrical |
| 2022-03-21 09:43:08 |  | Leanne Colvin | 0 | Carpentry |
| 2022-03-21 10:02:52 |  | Leanne Colvin | 0 | Electrical |
| 2022-03-21 11:58:48 |  | Marcela Hernandez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-21 12:01:28 |  | Eric Lopez | 0 |  |
| 2022-03-21 14:32:16 | 2022-03-21 14:32:21 | Mariana Gaeta | 0 | General Maintenanc e |




| 2022-03-22 15:47:10 | 2022-03-22 15:47:14 | Marcela Hernandez | 0 | Custodial |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-23 06:01:58 |  | Johanna Pimentel | 0 | Plumbing |
| 2022-03-23 06:12:44 |  | Johanna Pimentel | 0 | Electrical |
| 2022-03-23 06:16:54 |  | Kristen McCloskey | 0 |  |
| 2022-03-23 07:20:54 | 2022-03-23 09:07:38 | Tim Lumas | 0 |  |
| 2022-03-23 09:46:54 |  | Katharine Boyd for Edwin Leung | 0 | Other |
| 2022-03-23 09:47:13 |  | Katharine Boyd for Edwin Leung | 0 | Other |
| 2022-03-23 10:10:52 |  | Leanne Colvin | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-23 10:48:38 |  | Jeffrey Felburg | 0 | Grounds |
| 2022-03-23 12:07:13 |  | Marie Ramirez | 0 | Other |


| 2022-03-23 12:07:37 |  | Marie Ramirez | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-03-24 12:26:33 |  | Melanie Weerasinghe | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-24 12:26:46 |  | Melanie Weerasinghe | 0 |  <br> Door Hardware / |
| 2022-03-24 12:28:04 |  | christie rossi for <br> Carol Higashida | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-03-24 13:31:29 | 2022-03-24 16:19:32 | Taiki Yoshida | 0 | Carpentry |
| 2022-03-25 06:44:03 |  | Scott Colvin | 0 |  |
| 2022-03-25 06:52:54 |  | Leanne Colvin | 0 | Other |
| 2022-03-25 06:58:10 |  | Scott Colvin | 0 |  |




| 2022-04-01 06:43:36 |  | Alisa Behar | 0 | Electrical |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-01 13:05:03 | 2022-04-13 09:21:14 | Taiki Yoshida | 0 | Plumbing |
| 2022-04-04 06:05:30 |  | Scott Colvin | 0 |  |
| 2022-04-04 08:53:09 |  | brad cabelli | 0 |  <br> Door <br> Hardware / |
| 2022-04-04 12:11:04 | 2022-04-04 12:57:27 | steve timmons | 0 |  |
|  |  | Ruth Houston-Mudd | 0 | Occupant Moves |
| 2022-04-04 14:16:15 |  | Cynthia Osuna | 0 | Other |
| 2022-04-04 14:17:50 |  | Eric Lopez | 0 |  |
| 2022-04-05 08:20:58 |  | Eric Lopez | 0 |  |
| 2022-04-05 08:21:38 |  | Eric Lopez | 0 |  |



| 2022-04-06 09:02:14 |  | Melanie Weerasinghe | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-06 09:03:06 |  | Jason Judy | 0 | General <br> Maintenanc |
| 2022-04-06 09:32:30 | 2022-04-06 09:34:25 | Karin Johansson | 0 | Carpentry |
| 2022-04-06 09:44:34 |  | christie rossi | 0 | Appliances |
| 2022-04-07 07:39:24 |  | Elizabeth Nielsen | 0 |  <br> Door <br> Hardware / |
| 2022-04-07 08:10:30 |  | Eric Lopez | 0 |  |
| 2022-04-07 08:25:07 | 2022-04-07 08:40:11 | Linda Resendiz | 0 | Carpentry |
| 2022-04-07 09:41:30 |  | Jason Judy | 0 | General <br> Maintenanc |
| 2022-04-07 10:42:26 |  | Jason Judy | 0 | Preventive Maintenanc |
| 2022-04-08 06:51:50 |  | Lynda Dobson | 0 |  |
| 2022-04-08 13:20:04 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / |
| 2022-04-11 06:02:22 |  | Kristen McCloskey | 0 |  |
| 2022-04-11 07:18:51 |  | Simanu Faasua | 0 |  |
| 2022-04-11 09:12:18 |  | Victoria Collie | 0 |  |
| 2022-04-11 12:35:53 | 2022-04-13 11:56:11 | Taiki Yoshida | 0 | Plumbing |


| 2022-04-11 14:23:18 | 2022-04-11 14:23:21 | Mariana Gaeta | 0 | Cleanup <br> Request |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-12 07:14:38 | 2022-04-12 07:24:58 | Taiki Yoshida | 0 | Electrical |
| 2022-04-12 07:18:08 |  | Eric Lopez | 0 |  |
| 2022-04-12 07:50:46 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / |
| 2022-04-12 07:53:19 |  | Victoria Collie | 0 |  |
| 2022-04-12 08:00:40 |  | Lynda Dobson | 0 |  |
| 2022-04-12 08:01:32 |  | Kris Romero | 0 | Fleet <br> Manageme |
| 2022-04-12 10:02:34 |  | Ruth Houston-Mudd | 0 | Locks \& Door Hardware / |
| 2022-04-12 10:03:05 |  | Victoria Collie | 0 |  |
| 2022-04-12 10:03:33 | 2022-04-12 10:15:24 | Scarlett Redd | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-04-12 10:03:55 |  | simanu faasua for lee coltman | 0 |  <br> Door <br> Hardware / |


| 2022-04-12 10:04:15 |  | Victoria Collie | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-12 10:04:54 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-04-12 10:40:15 | 2022-04-12 10:40:19 | Victoria Collie | 0 |  |
| 2022-04-12 12:54:45 |  | Victoria Collie | 0 |  |
| 2022-04-13 06:51:37 | 2022-04-13 10:00:15 | Krista Lederer | 0 |  |
| 2022-04-13 06:56:55 |  | Victoria Collie | 0 |  |
| 2022-04-13 11:55:26 |  | Marcela Hernandez | 0 | Building Maintenanc e |
| 2022-04-13 12:14:01 | 2022-04-13 12:15:51 | Jennifer Warden | 0 |  <br> Door <br> Hardware / <br> Keys |


| 2022-04-13 12:23:49 |  | Krista Lederer | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-14 07:13:40 |  | Jake Phillips | 0 |  |
| 2022-04-14 07:13:53 |  | Rebecca Stroud | 0 | Other |
| 2022-04-14 07:14:08 |  | Marie Ramirez | 0 | Restroom Repair |
| 2022-04-14 07:41:45 |  | Jason Judy | 0 |  |
| 2022-04-14 11:30:38 | 2022-04-14 11:30:42 | christie rossi for edwin leung | 0 | Custodial |
| 2022-04-14 11:31:02 | 2022-04-14 11:31:05 | christie rossi for sona dombourian | 0 |  <br> Door <br> Hardware / <br> Keys |




| \|2022-04-14 11:33:15 | 2022-04-14 11:33:18 | Kristen McCloskey | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| \|2022-04-14 11:33:33 | 2022-04-14 11:33:36 | Kristen McCloskey | 0 |  |
| 2022-04-14 11:34:08 | 2022-04-14 11:34:11 | Simanu Faasua | 0 | Select a request type (optional) |
| 2022-04-14 12:20:00 | 2022-04-14 12:20:22 | Leanne Colvin | 0 | Other |
| 2022-04-14 13:07:03 |  | Lynda Dobson | 0 |  |



| 2022-04-15 11:57:15 | 2022-04-15 11:57:20 | christie rossi | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-15 12:00:11 | 2022-04-15 12:00:15 | Victoria Collie | 0 |  |
| 2022-04-15 14:27:49 |  | Eric Lopez | 0 |  |
| 2022-04-15 14:31:52 |  | Dan McMichael | 0 | Electrical |
| 2022-04-18 06:38:23 |  | Jeremiah | 0 | Electrical |
| 2022-04-18 11:22:40 | 2022-04-18 16:31:19 | Michael Grimes | 0 | Carpentry |
| 2022-04-19 06:40:24 | 2022-04-19 07:51:43 | Lisette Alivandivafa | 0 |  |
| 2022-04-19 07:55:29 |  | Philip Koscak | 0 | Other |
| 2022-04-19 08:55:46 |  | Jason Judy | 0 |  |
| 2022-04-19 09:44:53 |  | Lisette Alivandivafa | 0 |  <br> Door Hardware / |
| 2022-04-19 09:48:51 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |


| 2022-04-19 09:50:22 |  | Kristen McCloskey | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-19 14:24:19 | 2022-04-19 14:24:23 | Marcela Hernandez | 0 | Building Maintenanc e |
| 2022-04-20 06:26:09 | 2022-04-20 12:03:03 | Mariana Gaeta | 0 | Heating, Ventilation \& Air Conditionin g |
| 2022-04-20 07:15:23 |  | Lisette Alivandivafa | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-04-20 12:57:15 | 2022-04-20 12:57:19 | Victoria Collie | 0 | Plumbing |
| 2022-04-20 12:59:08 |  | Eric Lopez | 0 |  |
| 2022-04-20 14:15:13 |  | Victoria Collie | 0 | Heating, Ventilation \& Air Conditionin |
| 2022-04-21 06:32:03 |  | Victoria Collie | 0 | Plumbing |
| 2022-04-21 06:34:54 |  | Rebecca Stroud | 0 | Locks \& Door Hardware / |


| 2022-04-21 06:38:07 | 2022-04-21 07:42:17 | Rebecca Stroud | 0 |  <br> Door <br> Hardware / <br> Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-21 06:39:48 |  | Eric Lopez | 0 |  |
| 2022-04-21 06:41:31 | 2022-05-10 08:52:14 | Elizabeth Nielsne | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-04-21 06:42:54 |  | Kristen McCloskey | 0 |  |
| 2022-04-21 10:50:27 |  | Eric Lopez | 0 |  |
| 2022-04-21 11:39:50 | 2022-04-21 13:38:05 | Amanda Stansbury | 0 | Carpentry |
| 2022-04-21 11:40:11 | 2022-04-21 13:38:18 | Amanda Stansbury | 0 | Carpentry |
| 2022-04-21 11:40:47 |  | Taiki Yoshida | 0 | General Maintenanc e |
| 2022-04-22 06:54:36 | 2022-04-22 07:46:44 | Ruth Houston-Mudd | 0 | Other |


| 2022-04-22 07:00:17 | 2022-04-27 11:52:48 | Gabby Chacon | 0 |  |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-22 08:09:16 |  | Eric Lopez | 0 |  |
| 2022-04-22 11:51:40 | 2022-04-27 11:51:54 | Elizabeth Nielsen | 0 | Other |
| 2022-04-25 06:39:23 |  | Alisa Behar | 0 |  |
| 2022-04-25 09:08:13 |  | Johanna Pimentel | 0 | Locks \& Door Hardware / |
| 2022-04-26 06:58:59 |  | Jeremiah | 0 | Electrical |
| 2022-04-26 07:05:50 |  | Lynda Dobson | 0 |  |
| 2022-04-26 12:23:51 |  | Alisa Behar | 0 |  |


| 2022-04-27 06:13:15 |  | Ruth Houston-Mudd | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-27 07:30:49 |  | Marcela Hernandez | 0 | Building Maintenanc e |
| 2022-04-27 08:54:02 |  | Johanna Pimentel | 0 |  |
| 2022-04-27 10:18:47 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2022-04-27 11:53:44 | 2022-04-27 11:53:47 | Linda Resendiz | 0 | Custodial |
| 2022-04-27 11:54:16 | 2022-04-27 11:54:23 | Melissa Johnson or Elizabeth Nielsen | 0 | Other |


|  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- |
| 2022-04-28 06:29:04 |  | Victoria Collie | 0 |  |
| 2022-04-28 09:14:31 |  | Katharine Boyd for <br> Kim Korinke | 0 |  |
| 2022-04-28 09:42:15 |  |  |  <br> Door <br> Hardware / |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |


| 2022-04-29 06:18:50 |  | Mariana Gaeta | 0 | Electrical |
| :---: | :---: | :---: | :---: | :---: |
| 2022-04-29 06:44:32 | 2022-04-29 08:13:58 | Taiki Yoshida | 0 | Electrical |
| 2022-04-29 11:01:10 |  | Eric Lopez | 0 |  |
| 2022-04-29 11:01:48 |  | Eric Lopez | 0 |  |
| 2022-04-29 11:14:28 | 2022-04-29 11:14:31 | Leanne Colvin | 0 | Other |
| 2022-05-02 08:12:08 |  | Alisa Behar | 0 |  |
| 2022-05-02 10:03:34 | 2022-05-04 07:38:27 | Taiki Yoshida | 0 | General Maintenanc e |
| 2022-05-02 12:49:17 | 2022-05-02 12:49:20 | Johanna Pimentel | 0 |  |




| 2022-05-10 10:14:37 | 2022-05-10 10:14:55 | Marie Ramirez | 0 | Custodial |
| :---: | :---: | :---: | :---: | :---: |
| 2022-05-10 12:17:43 |  | Rebecca Stroud | 0 |  <br> Door <br> Hardware / |
| 2022-05-10 14:21:21 | 2022-05-10 14:21:25 | Leanne Colvin | 0 | Custodial |
| 2022-05-10 14:26:50 |  | Alisa Behar | 0 |  |
| 2022-05-10 15:04:31 | 2022-05-10 15:31:34 | Taiki Yoshida | 0 | General Maintenanc e |
| 2022-05-10 15:04:57 |  | christie rossi for Mary Swanson | 0 | Other |
| 2022-05-10 15:07:01 | 2022-05-10 15:07:05 | Linda R | 0 | Custodial |
| 2022-05-10 15:08:17 | 2022-05-10 15:08:21 | Melanie Weerasinghe | 0 | Cleanup Request |
| 2022-05-11 06:29:55 |  | Eric Lopez | 0 |  |
| 2022-05-11 06:43:20 |  | Jeremiah | 0 | Electrical |
| 2022-05-11 07:02:53 | 2022-05-11 07:08:28 | Taiki Yoshida | 0 | Carpentry |
| 2022-05-11 09:30:36 |  | Eric Lopez | 0 |  |


|  |  |  |  |  <br> Door <br> 2022-05-11 11:51:45 |
| :--- | :--- | :--- | :--- | :--- |
| 2022-05-11 12:02:22 | Rebecca Stroud | 0 | Hardware / |  |
| 2022-05-11 12:22:33 |  | Eric Lopez | 0 |  |
| 2022-05-11 12:43:21 |  | Alisa Behar | 0 |  |
|  |  |  |  |  |
| $2022-05-11$ 12:46:53 | $2022-05-11$ 14:18:15 | Krista Lederer | 0 | Kardware / |
|  |  |  | Keys |  |
| $2022-05-12$ 06:30:13 |  |  |  |  |
|  |  | Christie rossi for Ed |  |  |
|  |  |  | 0 | Electrical |
|  |  |  |  |  |


| 2022-05-12 07:33:53 | 2022-05-12 14:54:46 | Maria Perez- <br> Medeiros | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-05-12 08:11:05 |  | Eric Lopez | 0 |  |
| 2022-05-12 08:53:20 | 2022-05-12 13:06:14 | Michael Riccardi | 0 | Other |
| 2022-05-12 08:54:36 |  | christie rossi for mike riccardi | 0 | Other |
| 2022-05-12 08:55:10 |  | Leanne Colvin | 0 | Other |
| 2022-05-12 10:19:18 | 2022-05-12 11:19:53 | christie rossi for carol higashida | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-05-12 10:20:52 | 2022-05-18 09:03:33 | Philip Koscak | 0 |  <br> Door <br> Hardware / |
| 2022-05-12 13:37:31 |  | Jason Judy | 0 |  <br> Door <br> Hardware / |
| 2022-05-13 06:36:39 |  | Marie Ramirez | 0 | Electrical |




| 2022-05-18 09:39:08 |  | Ruth Houston-Mudd | 0 | Other |
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| 2022-05-18 11:10:53 | 2022-05-18 11:27:50 | Alisa Behar | 0 | Locks \& Door Hardware / |
| 2022-05-18 12:30:16 | 2022-05-18 12:33:52 | Claudia Sitlington | 0 | Heating, Ventilation \& Air Conditionin |
| 2022-05-19 07:17:37 |  | Mickey Aguilar | 0 |  <br> Door <br> Hardware / |
| 2022-05-19 08:30:46 |  | Melanie Weerasinghe | 0 | Painting |
| 2022-05-19 09:14:48 |  | christie rossi for ashley barbier | 0 | Other |
| 2022-05-19 09:21:27 |  | Jason Judy | 0 |  |
| 2022-05-19 09:46:51 |  | Marie Ramirez | 0 |  <br> Door <br> Hardware / <br> Keys |
| 2022-05-19 10:02:51 |  | Leanne Colvin | 0 | Other |
| 2022-05-19 12:32:16 | 2022-05-19 12:32:20 | Gabby Chacon | 0 |  |


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| 2022-05-20 09:36:00 |  |  |  |  |
| 2022-05-20 10:44:12 |  | Krista Lederer | 0 |  |
|  |  |  | 0 | Other |
| 2022-05-20 11:38:55 | 2022-05-20 11:38:58 | Gabby Chacon | 0 |  |
|  |  |  |  |  |
|  |  |  |  |  |


| 2022-05-20 11:40:22 | 2022-05-20 11:40:27 | Mariana Gaeta | 0 | Other |
| :---: | :---: | :---: | :---: | :---: |
| 2022-05-20 11:41:04 | 2022-05-20 11:41:07 | Mariana Gaeta | 0 | Other |
| 2022-05-20 11:41:39 | 2022-05-20 11:41:42 | Lynda Dobson | 0 |  |
| 2022-05-20 11:42:06 | 2022-05-20 11:42:09 | Marcela Hernandez | 0 |  |
| 2022-05-23 06:22:37 |  | Jeremiah | 0 | Electrical |
| 2022-05-23 07:10:01 |  | Kristen McCloskey | 0 |  |
| 2022-05-23 07:11:32 | 2022-05-23 09:15:32 | Krista Lederer | 0 |  <br> Door <br> Hardware / <br> Keys |




| 2022-05-26 09:27:08 |  | Rebecca Stroud | 0 |  <br> Door <br> Hardware / Keys |
| :---: | :---: | :---: | :---: | :---: |
| 2022-05-26 10:30:46 |  | Rebecca Stroud | 0 | Custodial |
| 2022-05-26 12:54:16 |  | Eric Lopez | 0 |  |
| 2022-05-26 12:56:05 |  | Eric Lopez | 0 |  |
| 2022-05-26 14:26:14 |  | Lynda Dobson | 0 |  |
| 2022-05-31 06:02:32 |  | Melanie Weerasinghe | 0 | General <br> Maintenanc |
| 2022-05-31 06:39:12 | 2022-05-31 08:48:26 | Amanda Stansbury | 0 | General Maintenanc e |
| 2022-05-31 07:02:58 |  | Jeremiah | 0 | Electrical |
| 2022-05-31 07:14:33 |  | Alisa Behar | 0 | Electrical |


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| 2022-05-31 08:01:22 |  | Leanne Colvin | 0 |  |
|  |  |  |  | Heating, <br> Ventilation <br> \& Air <br> Conditionin |
| $2022-05-31$ 08:03:29 |  | AnnMarie McCarthy | 0 |  |
|  |  | Johanna Pimentel | 0 |  |
| $2022-06-01$ 07:26:58 |  | Alisa Behar | 0 |  |
| $2022-06-01$ 11:44:12 |  | Lynda Dobson | 0 |  |
| $2022-06-01$ 14:52:01 |  |  |  |  |

