

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Requester Name							

68417	Closed Work	Compton Center		4/1/2015			\$0.00
Medium	Harris, Milton	L - Industrial Education			6/2/2015		
Doors and Hardware	SSC NEW ONE	Exterior	62	4/1/2015 2:36:57 PM	6/2/2015		
<p>please have someone come over to fix the door in the new ssc building, thank you.</p>							

68418	Closed Work	Compton Center		4/1/2015			\$0.00
Medium	Harris, Milton	L - Industrial Education			6/2/2015		
Doors and Hardware	SSC NEW ONE	Exit Door	62	4/1/2015 2:46:23 PM	6/2/2015		
<p>please have someone come over to the new ssc to fix the back door, the beep goes off all the time, needs a new battery. Thank you.</p>							

68419	Work In	Compton Center		4/1/2015			\$0.00
Medium	delgado, reuben	L - Industrial Education					
Electrical	SSC NEW ONE	Lobby	359	4/1/2015 2:51:45 PM	4/1/2015		
<p>please have someone come over to replace the lights that are out, thank you.</p>							

68420	Work In	Compton Center		4/1/2015			\$0.00
Medium	delgado, reuben	L - Industrial Education					
Electrical	SSC NEW ONE	1st Floor	359	4/1/2015 2:57:47 PM	4/1/2015		
<p>please have someone come over to check the buzzing coming from the light</p>							

68421	Work In	Compton Center		4/1/2015			\$0.00
Medium	Florimon, Andy	L - Industrial Education					
	SSC NEW ONE	Yard	359	4/1/2015 3:03:52 PM	4/1/2015		
<p>there is two huge book drop outside of the building that need to be removed, it been a year now. Thank you.</p>							

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68422	Closed Work	Compton Center		4/1/2015			\$0.00
Medium	Riggins, Michael	Voc-Tech			4/13/2015		
Custodial	rm-214a	Classroom	12	4/1/2015 3:31:34 PM	4/13/2015		
<p>please have someone come over to the VT building to clean the board,(they use a special cleaner on the white board) thank you</p>							

68441	Work In	Compton Center		4/2/2015	4/2/2015		\$0.00
High	chris, jimmy	D-Classrooms					
	310-345-6646	Restroom (Women)	358	4/2/2015 4:03:42 PM	4/2/2015		

Tighten the toilet seat nuts on all toilets in the Women's and Men's public restrooms in D Row. Have this task completed by the end of workday today Thursday, April 2, 2015. Reggie will provide you with extra, 3/8" drive wrench, 1/2" and 9/16" wrench sockets, and the mechanic stool. Sign this work order and turn it in at the 11:20pm meeting today.

Andy Florimon

68443	Work In	Compton Center		4/2/2015	4/2/2015		\$0.00
Medium	chris, jimmy	C-Classrooms					
		Restroom (Women)	358	4/2/2015 4:11:14 PM	4/2/2015		

Starting with the Women's public restroom tighten the toilet seat nuts on all toilets in the Women's and Men's public restrooms in D Row. Have this task completed by the end of workday today Thursday, April 2, 2015. Reggie will provide you with extra nuts, 3/8" drive wrench, 1/2" and 9/16" wrench sockets, and the mechanic stool. Sign this work order and turn it in at the 11:20pm meeting today.

Andy Florimon

68444	Closed Work	Compton Center		4/2/2015	3/4/2015		\$0.00
Medium	Fleming,	Voc-Tech			3/4/2015		
		Restroom (Men)	-29	4/2/2015 5:56:18 PM	6/23/2015		

Replace lamps and ballasts in Men's public restroom 2nd floor.

Andy Florimon

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68445	Closed Work	Compton Center		4/2/2015			\$0.00
Medium	Fleming,	C-Classrooms			3/31/2015		
		Restroom (Women)	-2	4/2/2015 6:00:36 PM	5/6/2015		
Install hand towel dispenser in C Row Women's restroom (public).			Completed. 3-31-15				
68447	Work In	Compton Center		4/2/2015	4/2/2015		\$0.00
Medium	Mitchell, Alice	Voc-Tech			3/31/2015		
			-2	4/2/2015 6:56:20 PM	4/2/2015		
Vocational Technology							
1. Install toilet paper dispenser in 2nd floor men's restroom.							
2. Replace lamps in hallway lighting 1st floor.							
3. Replace lamps hallway lighting 2nd floor.							
Andy Florimon							
68448	Work In	Compton Center		4/2/2015			\$0.00
Medium	Fleming,	W - P. E. MEN'S					
		Restroom (Men)	358	4/2/2015 7:03:21 PM	4/3/2015		
Men's Locker Room (W)							
1. Install two (2) hand towel dispensers in locker room.							
2. Relamp and replace ballasts as needed.							
Andy Florimon							
68449	Closed Work	Compton Center		4/2/2015			\$0.00
Medium	Fleming,	Q - CAFETERIA			3/31/2015		
		Restroom (Men)	-2	4/2/2015 7:06:29 PM	5/6/2015		
Cafeteria							
Install toilet paper dispenser in restroom							
Reginald Fleming							
68450	Complete	Compton Center		4/2/2015			\$0.00
Medium	Fleming,	W - P. E. MEN'S			2/6/2015		
			-55	4/2/2015 7:13:40 PM	4/2/2015		
Men's Locker Room (W)							
1. Install two (2) hand towel dispensers in locker room.							
2. Relamp and replace ballasts as needed.							
Reginald Fleming							

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68459	Work In	Compton Center		4/3/2015			\$0.00
Medium	delgado, reuben	Voc-Tech					
Electrical	RM198-199	1st Floor	357	4/3/2015 9:25:43 AM	4/3/2015		
please have someone come over to fix the lift in the auto body classroom, thank you.							

68473	Closed Work	Compton Center		4/3/2015			\$0.00
Medium	Harris, Milton	V-72 Campus Police			5/6/2015		
Key and Lock	VT-146	CopyShop	33	4/3/2015 2:02:34 PM	5/6/2015		
CELIA VALDEZ NEED A FOR THE COPY ROOM-146, THANK YOU.							

68474	Closed Work	Compton Center		4/3/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			6/15/2015		
Key and Lock		1st Floor	73	4/3/2015 2:16:21 PM	6/15/2015		
BRYCE GARTNER OUR MTT TOOL ASSISTANT NEED KEYS VT-167,VT-186,VT-159,AEROSPACE FASTENER ROOM.							

68475	Work In	Compton Center		4/3/2015			\$0.00
Medium	Harris, Milton	Math Science					
Key and Lock	MS-105	1st Floor	357	4/3/2015 2:24:17 PM	4/3/2015		
GREGORY SHIRLEY NEED KEY TO MS-105, THANK YOU.							

68476	Closed Work	Compton Center		4/3/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			6/2/2015		
Key and Lock		Classroom	60	4/3/2015 2:31:35 PM	6/2/2015		
GEORGE LUNA NEED KEYS FOR ROOM VT-199,VT-202A, VT-203,VT-205 AND VT-208. THANK YOU.							

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68482	Closed Work	Compton Center		4/5/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			4/13/2015		
Event Setup	staff lounge	Lounge	8	4/5/2015 9:21:51 AM	4/13/2015		
4-8-15 ASB CANDIDATES PHOTO SESSION/MTG 1-2:30pm 1) clean lounge 2) set up 5 round tables with 7 chairs each 3) podium/mic SET UP COMPLETED BY 12pm Stella Luna							
68483	Closed Work	Compton Center		4/5/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			4/13/2015		
Event Setup	studentlounge	Lounge	8	4/5/2015 9:27:14 AM	4/13/2015		
4-8-15 ASB CANDIDATES PHOTO SESSION/MTG 1-2:30pm 1) clean lounge and restock restrooms 2) set up 20 round tables with 7 chairs each 3) podium/mic with trellis/trees 4) set up 5 buffet tables 5) 1 table 2 chairs at door entrance 6) 1 table next to podium 7) drop down screen DIAGRAM TO FOLLOW VIA EMAIL SET UP MUST BE COMPLETED BY 3:30 PM WEDNESDAY Stella Luna							
68484	Closed Work	Compton Center		4/5/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			4/24/2015		
Event Setup	staff lounge	Lounge	19	4/5/2015 9:33:29 AM	4/24/2015		
4-23-15 CARE FORUM 1-2:00pm 1) clean lounge 2) set up 8 round tables with 7 chairs each SET UP BY 12 PM DAY OF Stella Luna							

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Requester Name							

68485	Closed Work	Compton Center		4/5/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			5/6/2015		
Event Setup	staff lounge	Lounge	31	4/5/2015 9:42:16 AM	5/6/2015		
<p>4-28-15 ICE CREAM SOCIAL -DR. CURRY 12-3:00pm 1) clean lounge 2) set up 10 round tables with 7 chairs ea 3) place 2 trellis/trees one on each side of counter 4) place 2 lined trash cans in lounge 5) make available 4 stanchions</p>							

SET UP TO BE COMPLETED NIGHT BEFORE FOR DECORATING

Stella Luna

68535	Closed Work	Compton Center		4/7/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			4/13/2015		
Event Setup	student lounge	Lounge	6	4/7/2015 4:58:27 PM	4/13/2015		
<p>4-10-15 RESPONDING TO DIFFICULT STUDENTS WORKSHOP (Campus police) 1-3pm 1) Clean and restock restrooms 2) set up 100 chairs assembly style 3) set up podium/mic 4) provide white board</p>							

SET UP NIGHT BEFORE

Stella Luna

68536	Closed Work	Compton Center		4/7/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/6/2015		
Event Setup	student lounge	Lounge	29	4/7/2015 5:01:36 PM	5/6/2015		
<p>4-22-15 ASB CANDIDATES FORUM 1-2:30 pm 1) clean and restock restrooms 2) set up 200 chairs assembly style 3) set up podium/mic 4) make available 5 6' tables (placement TBD)</p>							

SET UP NIGHT BEFORE

Stella Luna

68537	Closed Work	Compton Center		4/7/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			4/24/2015		
Event Setup	student lounge	Breezeway	17	4/7/2015 5:05:11 PM	4/24/2015		
<p>4-14, 15, 16, 2015 VELVETS BOUTIQUE (vendor) 10-3pm 1) clean and restock restrooms 2) set up 1 table with 2 chairs outside student lounge near window</p>							

SET UP MORNING OF

Stella Luna

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68623	Closed Work	Compton Center		4/13/2015			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police			6/3/2015		
Plumbing	police locker	Locker Room	51	4/13/2015 11:06:25 AM	6/3/2015		
A SINK IN THE POLICE LOCKER ROOM IS LEAKING CREATING A WASTE OF WATER. PLEASE DISPATCH A PLUMBER ASAP.							

LT. BOX Time Available: 8:00AM

Ramund Box

68685	Closed Work	Compton Center		4/15/2015			\$0.00
Medium	Fleming,	C-Classrooms			6/3/2015		
Custodial	C-29B	Office	49	4/15/2015 9:43:56 AM	6/3/2015		

please have someone put one trash can in our office,thank you.

68687	Closed Work	Compton Center		4/15/2015			\$0.00
High	Mitchell, Alice	R - BOOKSTORE			4/15/2015		
Pest Control Indoors	STUDENT LIFE	Office		4/15/2015 9:56:04 AM	4/15/2015		

please have someone come over to the bookstore, student life office and also the VT building to put some trap down for mice. THANK YOU.

68725	Closed Work	Compton Center		4/16/2015			\$0.00
Medium	stuart, roger	MIS			6/3/2015		
Heating/Ventilation /Air Conditioning		Office	48	4/16/2015 2:54:09 PM	6/3/2015		

please send someone over to check out our AC UNIT, thank you.

68782	Closed Work	Compton Center		4/20/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			4/24/2015		
Event Setup	staff lounge	Lounge	4	4/20/2015 3:53:38 PM	4/24/2015		

4-21-15 AB540 DREAMERS ALLIANCE CLUB 12-1pm
 1) clean lounge 2) set up tables closed flushed "U" shape with 25 chairs
 Set up to be complete by 11 am

Stella Luna

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68783	Closed Work	Compton Center		4/20/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			4/24/2015		
Event Setup	studentlounge	Lounge	4	4/20/2015 4:40:48 PM	4/24/2015		
<p>4-22-15 ASB Candidates Forum 1-2:30 1) clean and restock restrooms 2) set up 200 chairs assembly style 3) set up podium/mic 4) make available 5 6' tables 5) drop down screen SET UP DO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

68805	Closed Work	Compton Center		4/21/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			4/24/2015		
Event Setup	Gymnasium	Lobby	3	4/21/2015 1:46:37 PM	4/24/2015		
<p>4-24-15 CIT WOMEN'S CONFERENCE 7:30 am - 1:30 pm 1) clean and restock restrooms 2) set up 3 tables with 8 chairs for registration in lobby 3) cover partial floor with carpet near the North bleachers 4) bleachers to be pulled out 5) set up head table for 8 panelist facing bleachers-make available 2 addl chairs 6) set up podium/mic 7) set up 5 trellis/6 trees SET UP TO BE COMPLETED BY 8PM THURSDAY NIGHT -FOR DECORATING PURPOSES (GYM AVAILABLE AT 5PM THURSDAY) Thank you</p> <p>Stella Luna</p>							

68814	Closed Work	Compton Center		4/21/2015			\$0.00
Medium	Mitchell, Alice	B-Library			4/24/2015		
Event Setup	main room	Meeting Room	3	4/21/2015 6:32:50 PM	4/24/2015		
<p>4-24-15 FIRST AID/CPR/AED TRAINING 8am-12pm 1) Please turn power on in old library 2) wipe down 4 tables</p> <p>PLEASE COMPLETE BY 7 am morning of thank you</p> <p>Stella Luna</p>							

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68831	Closed Work	Compton Center		4/22/2015			\$0.00
Medium	Mitchell, Alice	U - E O P & S			5/5/2015		
Pest Control	6		13	4/22/2015 11:42:22 AM	5/5/2015		
<p>For the past few weeks we have noticed large water bugs in our office; however, for the past week we have noticed a lot more water bugs. There was even one inside a light fixture. Time Available: 8am-4:30 pm</p> <p>Monica Macareno</p>							

68832	Work In	Compton Center		4/22/2015			\$0.00
Medium	Mitchell, Alice	U - E O P & S					
Health/Safety	6		338	4/22/2015 11:47:14 AM	4/23/2015		
<p>The air ducts need to be cleaned and the air filters need to be changed. Time Available: 8am-4:30pm</p> <p>Monica Macareno</p>							

68844	Closed Work	Compton Center		4/22/2015			\$0.00
Medium	Mitchell, Alice	D-Classrooms			5/6/2015		
Key and Lock	D-42	Classroom	14	4/22/2015 3:00:03 PM	5/6/2015		
<p>THE TUMBLER SEEMS TO BE STRIPPED SO THIS CLASS ROOM CAN NOT BE SECURED. THE ART SUPPLIES ARE ALSO STORED HERE.</p> <p>LT. BOX Time Available: 8:00AM</p> <p>Ramund Box</p>							

68845	Work In	Compton Center		4/22/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Key and Lock	WOMENS	1st Floor	338	4/22/2015 3:02:14 PM	4/23/2015		
<p>THE SOUTH WEST DOOR LOCK IS BROKEN SO THIS AREA IS ALWAYS UNSECURED. FEMALE STUDENTS ARE CONCERNED ABOUT SAFETY AND STORING THEIR ITEMS HERE WHILE THEY ARE IN PE CLASS.</p> <p>LT. BOX Time Available: 8:00AM</p> <p>Ramund Box</p>							

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68894	Closed Work	Compton Center		4/25/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			4/29/2015		
Event Setup	Gymnasium	Auditorium	4	4/25/2015 8:04:13 PM	4/29/2015		
4-28-15 MICROBIOLOBY SYMPOSIUM 11 am-1pm 1) clean and restock restrooms 2) cover entire floor 3) all bleachers in 4) set up stage (to accommodate 6 people against North bleachers 5) place podium on floor next to stage 6) set up 1 table with 3 chairs for judges angled close to stage 7) cover South bleachers with back drops as much as possible to cover bleachers 7) set up 4 6' tables for food service against south bleachers 8) set up 35 round tables with 7 chairs each ***GYM CLOSED FOR THE WEEK---SET UP TO BE COMPLETE BY MONDAY 4-27-15 6PM **Diagram to follow via email							

Stella Luna

68895	Closed Work	Compton Center		4/25/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			4/29/2015		
Event Setup	Gymnasium	Auditorium	4	4/25/2015 8:12:32 PM	4/29/2015		
4-29-15 ATHLETIC AWARDS BANQUET 6-8:30 pm NOTE: USE EXISTING SET UP WITH MINOR CHANGES 1) clean and restock restrooms 2) cover entire floor 3) all bleachers in 4) set up stage (to accommodate 6 people against North bleachers 5) place podium on stage with 1 tree at each stair case 6) set up 1 table on stage for awards 7) cover South bleachers with back drops as much as possible to cover bleachers 7) set up 4 6' tables for food service against south bleachers with round table in middle 8) set up 35 round tables with 7 chairs each 9) set up trellis with trees behind banquet tables ***GYM CLOSED FOR THE WEEK---SET UP TO BE COMPLETE BY WEDNESDAY 4-29-15 1PM FOR DECORATING **Diagram to follow via email							

Stella Luna

68896	Closed Work	Compton Center		4/25/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			5/5/2015		
Event Setup	Atrium	Atrium	10	4/25/2015 8:15:48 PM	5/5/2015		
4-29-15 SRC ADVISORY COMMITTEE MTG 10am - 12:30 pm 1) clean and restock restrooms 2) set up per diagram -sent via email							

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68964	Closed Work	Compton Center		4/29/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			4/30/2015		
Event Setup	staff lounge	Lounge	1	4/29/2015 4:01:25 AM	4/30/2015		
4-29-15 GSA CLUB MTG 12:30-1:30 pm							
1) set up lounge with 25 chairs 2) set up 4 tables							
Stella Luna							
68965	Closed Work	Compton Center		4/29/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			5/5/2015		
Event Setup	staff lounge	Lounge	6	4/29/2015 4:03:49 AM	5/5/2015		
5-1-15 Commencement Mtg 1:30-2:30 pm							
1) set up lounge with 40 chairs							
Stella Luna							
68966	Closed Work	Compton Center		4/29/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			5/20/2015		
Event Setup	gym	Lobby	21	4/29/2015 4:05:58 AM	5/20/2015		
5-8-15 Graduation rehearsal 3-7:30 pm							
1) bleachers out 2) make available 4 chairs and 2 tables							
Stella Luna							
68967	Closed Work	Compton Center		4/29/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			5/5/2015		
Event Setup	gym	Lounge	6	4/29/2015 4:10:05 AM	5/5/2015		
5-5-15 HUMANITIES & MATH LUNCH 12:30-2:30 pm							
1) clean lounge 2) set up 6 round tables with 7 chairs							
SET UP TO BE COMPLETE NIGHT BEFORE							
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68968	Closed Work	Compton Center		4/29/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/20/2015		
Event Setup	student lounge	Lounge	21	4/29/2015 4:29:01 AM	5/20/2015		
5-8-15 STAFF APPRECIATION BREAKFAST 7am - 9:30 am							
1) clean and restock restrooms 2) set up 25 tables with 7 chairs each 3) set up 1 registration table at door entrance 4) set up podium/mic with 3 tables at one side 5) set up 6 tables for food service in front of folding doors 6) place lined trash cans in lounge							
SET UP TO BE COMPLETE NIGHT BEFORE IMMEDIATELY FOLLOWING EOPS BANQUET							
SET UP TO BE COMPLETE NIGHT BEFORE							
Stella Luna							

68969	Closed Work	Compton Center		4/29/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/20/2015		
Event Setup	student lounge	Lounge	21	4/29/2015 4:38:39 AM	5/20/2015		
5-8-15 Music Concert 5:30-9pm (Ms. Perez)							
1) clean and restock lounge 2) set up 75 chairs assembly style 3) set up 6 round tables toward back of room with 7 chairs each 4) set up stage (9 risers) 5) podium/mic on floor next to stage							
PLEASE COMPLETE SET UP BY 3PM DAY OF EVENT							
Stella Luna							

68973	Closed Work	Compton Center		4/29/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			5/6/2015		
Moving	front gate	Yard	7	4/29/2015 8:32:52 AM	5/6/2015		
please have someone take down the tax sign from the front gate, our building (VT), THANK YOU.							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

68980	Closed Work	Compton Center		4/29/2015		0.4	\$8.24
Medium	Turano, Carl	Voc-Tech			5/12/2015		
Delivery	Reception Area	1st Floor	13	4/29/2015 10:44:39 AM	5/12/2015		

Please pick up bins of CTEA surveys from Laura Atchison in the desk area in front of Dr. Murray's office and deliver them to Espie Corrado at MBA 140.

Her ext. is 2787

Thank you. Time Available: Anytime

Esperanza Corrado

68996	Closed Work	Compton Center		4/30/2015			\$0.00
Medium	Mitchell, Alice	D-Classrooms			5/11/2015		
Pest Control Indoors	welcome center-	Office	11	4/30/2015 8:48:57 AM	5/11/2015		

please have someone come over to spray for roaches in our area, thank you.

69016	Closed Work	Compton Center		4/30/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/5/2015		
Event Setup	student lounge	Lounge	5	4/30/2015 5:54:50 PM	5/5/2015		

5-1-15 PRESENTATION BY M2C3 (Ms. Perez)
 10am-2:30 pm
 1) clean and restock restrooms 2) set up 11 round tables with 8 chairs each 3) set up podium/mic with table at one side 4) set up 2 registration tables on each side of entrance doors 5) drop down screen

Stella Luna

69017	Closed Work	Compton Center		4/30/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/5/2015		
Event Setup	student lounge	Lounge	5	4/30/2015 5:57:16 PM	5/5/2015		

5-1-15 FYE MALE RECRUITMENT DINNER 4:30 - 6:30 pm
 USE EXISTING SET UP-- CLEAN AND STRAIGHTEN CHAIRS
 1) clean and restock restrooms 2) set up 11 round tables with 8 chairs each 3) set up podium/mic with table at one side 4) set up 2 registration tables on each side of entrance doors 5) drop down screen

Stella Luna

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69023	Work In	Compton Center		5/1/2015			\$0.00
Medium	Harris, Milton	W - P. E. MEN'S					
Key and Lock	ATHLETIC	Office	329	5/1/2015 9:15:17 AM	5/1/2015		
LYMAN INSLEY THE NEW ATHLETICS COUNSELOR NEED KEYS TO THE FRONT DOOR, OFFICE 'A', LYDIA'S OFFICE ALSO. THANK YOU.							

69024	Closed Work	Compton Center		5/1/2015			\$0.00
High	Harris, Milton	D-Classrooms			6/2/2015		
Doors and Hardware	D-42	Classroom	32	5/1/2015 9:21:58 AM	6/2/2015		
PLEASE HAVE SOMEONE FIX THE LOCK IN D-42, ASAP. THANK YOU.							

69026	Work In	Compton Center		5/1/2015			\$0.00
Medium	Harris, Milton	D-Classrooms					
Carpentry	D-42	Classroom	329	5/1/2015 10:22:07 AM	5/1/2015		
please have someone come over to put the wheels on the easel, thank you.							

69031	Closed Work	Compton Center		5/1/2015			\$0.00
Medium	stuart, roger	L - Industrial Education			6/11/2015		
Plumbing	SSC NEW ONE	Learning Resource	41	5/1/2015 11:42:40 AM	6/11/2015		
please have someone come over to fix the leak in the women restroom upstairs, thank you.							

69032	Closed Work	Compton Center		5/1/2015			\$0.00
Medium	Mitchell, Alice	D-Classrooms			5/11/2015		
Pest Control	welcome center	Office	10	5/1/2015 11:55:46 AM	5/11/2015		
there is wasp nest over there, please have someone come over to get it down. THANK YOU.							

69035	Closed Work	Compton Center		5/1/2015			\$0.00
Medium	Mitchell, Alice	A-Administration			5/5/2015		
Moving	Admissions and	1st Floor	4	5/1/2015 1:21:58 PM	5/5/2015		
I need my current office desk removed to make room for a new desk.							
Richette Bell							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
69039	Closed Work	Compton Center		5/1/2015			\$0.00
Medium	Mitchell, Alice	Quad			5/5/2015		
Event Setup	studentlounge	Breezeway	4	5/1/2015 6:13:18 PM	5/5/2015		
5-5-15 VELVET'S BOUTIQUE 10am - 3pm							
1) set up 1 table with 2 chairs in front of the student lounge							
Stella Luna							
69044	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/5/2015		
Event Setup	Studentlounge	Breezeway	2	5/3/2015 5:06:26 PM	5/5/2015		
5-5-15 CINCO DE MAYO CELEBRATION 1-2pm							
1) clean and restock restroom 2) set up per diagram to follow via email							
SET UP TO BE COMPLETED BY 11:30 MORNING OF							
Stella Luna							
69045	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			5/12/2015		
Event Setup	staff lounge	Lounge	9	5/3/2015 5:10:49 PM	5/12/2015		
5-8-15 TRANSFER CENTER ADMIT CEREMONY 12-2pm							
1) clean lounge 2) set up 10 round tables with 8 chairs each 3) set up podium w/mic 4) SET UP PER DIAGRAM sent via email							
SET UP NIGHT BEFORE FOR DECORATING							
Stella Luna							
69046	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			5/12/2015		
Event Setup	staff lounge	Lounge	9	5/3/2015 5:13:23 PM	5/12/2015		
5-8-15 FALL 2015 NURSING STUDENT ORIENTATION							
CLEAN AND FIX CHAIRS -USE EXISTING SET UP FROM MORNING EVENT							
1) clean lounge 2) set up 10 round tables with 8 chairs each 3) set up podium w/mic 4) SET UP PER DIAGRAM sent via email							
SET UP NIGHT BEFORE FOR DECORATING							
Stella Luna							

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69047	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			5/18/2015		
Event Setup	GYM	Lobby	15	5/3/2015 5:22:48 PM	5/18/2015		

5-12-15 NURSING PINNING CEREMONY 3-8PM
 1) clean and restock restrooms 2) pull North bleachers out 3) set up stage on West wall 4) hang back drops on West wall 5) set up seating for 33 graduates 6) place podium and 10 board room chairs on stage 7) set up US and CA flags front of stage close to stairs 8) set up 4 6' tables in lobby for refreshments 9) set up trellis/trees on stage 10) SET UP PER DIAGRAM sent via email

SET UP NIGHT BEFORE FOR DECORATING

Stella Luna

69048	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			5/18/2015		
Event Setup	staff lounge	Lounge	15	5/3/2015 5:25:33 PM	5/18/2015		

5-12-15 Make up REHEARSAL/GRAND MARSHALL ORIENTATION 11am - 2:30 pm
 1) clean lounge 2) set up 75 chairs assembly style

SET UP NIGHT BEFORE

Stella Luna

69049	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/18/2015		
Event Setup	student lounge	Lounge	15	5/3/2015 5:36:26 PM	5/18/2015		

5-16-15 UPWARD BOUND MATH SENIOR RECOGNITION LUNCHEON
 1) clean lounge and restock restrooms 2) set up 12 round tables 8 chairs each 3) set up podium/mic with trellis/trees 4) drop down screen 5) SET UP PER DIAGRAM sent via email

SET UP NIGHT BEFORE (FRIDAY) FOR DECORATING

Stella Luna

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69050	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/8/2015		
Event Setup	studentlounge	Lounge	5	5/3/2015 6:28:51 PM	5/8/2015		
<p>5-7-15 FYE END OF YEAR LUNCHEON 12:30 - 2:30 pm 1) clean and restock restrooms and lounge 2) Clean windows 3)set up 26 round tables WITH 9 CHAIRS 4) set up 1 table with 2 chairs at each front door entrance 5) set up podium/mic/1 table on side with trellis trees 6) set up 1 round table at each corner of East wall with 2 trellis behind each table 7) set up 4 6' tables for food service on carpet area SET UP MUST BE COMPLETE NIGHT BEFORE FOR EARLY DECORATING*****NOTE: THIS SET UP WILL BE USED FOR 2ND EVENT IN THE EVENING - Diagram sent via EMAIL</p> <p>Stella Luna</p>							

69051	Closed Work	Compton Center		5/3/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/8/2015		
Event Setup	studentlounge	Lounge	5	5/3/2015 6:33:45 PM	5/8/2015		
<p>5-7-15 EOPS/CARE BANQUET 6-9pm ***USE EXISTING SET UP FROM MORNING EVENT 2nd Group to enter for decorating at 4pm 1) MUST CLEAN LOUNGE RESET 2) RESTOCK RESTROOMS 3) EMPTY TRASH 4)PULL LINENS OFF</p> <p>SET UP MUST BE COMPLETE NIGHT BEFORE FOR EARLY DECORATING*****NOTE: THIS SET UP WILL BE USED FOR 2ND EVENT IN THE EVENING - Diagram sent via EMAIL</p> <p>Stella Luna</p>							

69110	Closed Work	Compton Center		5/6/2015			\$0.00
Medium	Harris, Milton	E - Classrooms			5/11/2015		
Key and Lock		Office	5	5/6/2015 9:23:27 AM	5/11/2015		
<p>NONA DAY, BRENDA RICHARDSON NEEDS KEYS TO E-40,E-56,E-54 AND THE #9 KEY. THANK YOU.</p>							

Work Order Summary List 032516(1)

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Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69111	Closed Work	Compton Center		5/6/2015			\$0.00
Medium	Harris, Milton	E - Classrooms			5/11/2015		
Doors and Hardware	D-41	Exit Door	5	5/6/2015 9:27:29 AM	5/11/2015		
please have someone come over to fix the door in the D-row, thank you.							

69123	Closed Work	Compton Center		5/6/2015			\$0.00
Medium	Harris, Milton	E - Classrooms			6/2/2015		
Key and Lock	NURSING	Office	27	5/6/2015 2:42:57 PM	6/2/2015		
JASMINE PHILLIPS NEED KEY TO E-38, DR ABIODUN OSANYINPEJU NEED A KEY TO DIVISION 1 FRONT OFFICE, DEADBOLT AND DOOR KEY. THANK YOU.							

69134	Closed Work	Compton Center		5/7/2015			\$0.00
Medium	Garcia, Carlos	Voc-Tech			5/11/2015		
Grounds	AUTOMOTIVE	Yard	4	5/7/2015 9:52:45 AM	5/11/2015		
please have someone come over to empty your bins they are running over and the wind is putting trash all over the yard, thank you.							

69136	Closed Work	Compton Center		5/7/2015			\$0.00
Medium	Harris, Milton	X - GYM			5/11/2015		
Carpentry	FOOTBALL	Yard	4	5/7/2015 10:07:53 AM	5/11/2015		
reattach flag pole pipes located on the foot field.							

69137	Closed Work	Compton Center		5/7/2015			\$0.00
High	Harris, Milton	L - Industrial Education			5/11/2015		
Doors and Hardware	SSC NEW ONE	Office	4	5/7/2015 10:12:57 AM	5/11/2015		
walk over ASSA-ABLOY REP. over to check on the locks at SSC bldg.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69151	Closed Work	Compton Center		5/7/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			5/12/2015		
Event Setup	Atrium	Atrium	5	5/7/2015 12:59:43 PM	5/12/2015		

5-11-15 EMT GRADUATION 4:30 - 7:30 pm
 1) restock restrooms 2) set up 50 chairs assembly style (leave 50 to one side group will set up as needed) 3) set up podium/mic at West wall (leave space for screen) 4) set up 1 table for refreshments against wall near glass doors on South Side 5) set up 1 table 2 chairs for registration at entrance of North glass doors
 COMPLETE SET UP BY 3:30 PM DAY OF Time Available:

Stella Luna

69163	Closed Work	Compton Center		5/7/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			5/18/2015		
Event Setup	staff lounge	Lounge	11	5/7/2015 7:47:13 PM	5/18/2015		

5-16-15 UPWARD BOUND SENIOR RECOGNITION 11:30-1:30 pm
 1) clean lounge 2) set up 7 round tables 8 chairs each 3) 1 table at door entrance 4) Diagram sent via email
 SET UP TO BE COMPLETE ON FRIDAY 5-15-15 Time Available:

Stella Luna

69177	Closed Work	Compton Center		5/8/2015			\$0.00
High	Mitchell, Alice	T - CHILD DEV			5/12/2015		
Pest Control Indoors	ALL OVER	Office	4	5/8/2015 11:25:01 AM	5/12/2015		

please have someone come out to spray the office and classrooms for bugs, thank you.

69187	Closed Work	Compton Center		5/11/2015			\$0.00
Medium	Harris, Milton	Print Shop			6/2/2015		
Key and Lock	COPY CENTER	CopyShop	22	5/11/2015 9:35:13 AM	6/2/2015		

JOSH RUELAS NEED KEYS TO THE COPY CENTER AND TO THE STAFF RESTROOM. THANK YOU.

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69195	Work In	Compton Center		5/11/2015			\$0.00
Medium	Mitchell, Alice	Y - MUSIC BLDG.					
Carpentry	3	3rd Floor	319	5/11/2015 2:11:46 PM	5/12/2015		
Desktop Desk collapsed. Scres broke off desktop desk.							
Elizabeth Flores							

69211	Work In	Compton Center		5/12/2015			\$0.00
Medium	Mitchell, Alice	C-Classrooms					
Lighting	C-32	Office	318	5/12/2015 7:56:02 AM	5/12/2015		
Light is out in the main Academic Affairs office. Time Available: 7:30am - 4:30pm							
lillie johnson							

69280	Closed Work	Compton Center		5/18/2015			\$0.00
Medium	Harris, Milton	B-Library			6/2/2015		
Key and Lock		Restroom (Men)	15	5/18/2015 8:54:31 AM	6/2/2015		
SHELTON BASS AND ESTAL COLE NEED A KEY TO THE MEN RESTROOM BY THE OLD LIBRARY. THANK YOU.							

69355	Closed Work	Compton Center		5/21/2015			\$0.00
Medium	Mitchell, Alice	A-Administration			6/1/2015		
Electrical	south sliding	1st Floor	11	5/21/2015 1:13:43 PM	6/1/2015		
The wiring to the sliding doors appears to be disconnected and is hanging from the top of the door. The doors have to be opened manually due to a problem with the electrical components. Please check immediately as the bldg. cannot be properly secured.							

Lt. Box Time Available: 8:00AM

Ramund Box

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Description			Action Taken				
Requester Name							

69357	Closed Work	Compton Center		5/21/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			5/27/2015		
Event Setup	student lounge	Lounge	6	5/21/2015 2:03:18 PM	5/27/2015		

5-28-15 ASB AWARDS BANQUET 5:30-8:30 pm
 1) clean and restock restrooms 2) drop down screen
 3) set up podium/mic 4) SET UP PER DIAGRAM
 SENT VIA EMAIL on 5-21-15
 *****SET UP TO BE COMPLETED ON 5-27-15 BY
 3PM FOR SPECIAL DECORATING
 Thank you
 Stella Luna

69358	Closed Work	Compton Center		5/21/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			6/1/2015		
Event Setup	lounge/Quad	Lounge	11	5/21/2015 2:22:06 PM	6/1/2015		

6-1-15 TOASTMASTERS "Raising the Bar" 11:30
 am-1:30pm
 1) clean and restock restroom 2) set up podium/mic
 3) set up head table for 4 panelists next to podium 4)
 set up 1 table with 2 chairs outside the student
 lounge area in front of the window
 Please have set up complete by 11am morning of
 Thank you
 Stella Luna

69365	Closed Work	Compton Center		5/22/2015			\$0.00
Medium	Harris, Milton	V - FINANCIAL AID			6/2/2015		
Key and Lock		Entrance	11	5/22/2015 2:03:14 PM	6/2/2015		

ALICIA ZAMBRANO AND PERRY JHANG NEED A
 KEY TO THE FINANCIAL AID OFFICE. THANK
 YOU.

69366	Closed Work	Compton Center		5/22/2015			\$0.00
Medium	delgado, reuben	Voc-Tech			6/23/2015		
Electrical		Break Room	32	5/22/2015 2:10:21 PM	6/23/2015		

please send someone over to fix our lights in our
 break room, thank you.

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Description			Action Taken				
Requester Name							

69377	Work In	Compton Center		5/26/2015			\$0.00
Medium	Mitchell, Alice						
Graffiti	Artesia entrance		304	5/26/2015 9:30:05 AM	5/27/2015		

Please assign someone to remove all graffiti from fence line west of Artesia Entrance. Graffiti is along the rod iron fence and it is white in color.

Lt. Box Time Available: 8:00AM

Ramund Box

69448	Closed Work	Compton Center		5/27/2015			\$0.00
Medium	Mitchell, Alice	Math Science			6/1/2015		
Event Setup	PARKING LOT	Parking Lot	5	5/27/2015 4:27:36 PM	6/1/2015		

5-29-15 MOLINA FOUNDATION BOOK

DISTRIBUTION 11am-3pm

1) Section of Parking Lot "A" will be taped off by campus police 2) provide 10 6' tables 40 chairs 3) set up 4 tables with 8 chairs on grassy area in front of the MS bldg. facing lot "A" (we may have use of canopies -to be placed over these 4 tables) 4) have remaining tables and chairs available - placement to be determined. 5) Restrooms in MS to be monitored throughout the day 6) place rented trash bin where marked on map to be sent via email on 5-27-15
 NOTE: U-Haul truck and forklift will be dropped off Thursday 5-28-15 in sectioned area of lot "A"
 1-2 semi trucks will be dropping 60,000+ books beginning at 6am on Friday 5-29-15

Stella Luna

69466	Closed Work	Compton Center		5/28/2015			\$0.00
High	stuart, roger	MIS			6/11/2015		
Plumbing		Office	14	5/28/2015 2:30:16 PM	6/11/2015		

We have old photo lab in MIS that has a old table that need to removed, but we need someone to come over there to help us remove it, we discovered that the table has water and drainage directly connected to the table. Please send someone to help disconnect the lines from the table. Thank you.

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Description			Action Taken				
Requester Name							

69467	Closed Work	Compton Center		5/28/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			7/1/2015		
Event Setup	staff lounge	Lounge	34	5/28/2015 5:20:25 PM	7/1/2015		
5-30-15 UPWARD BOUND PARENT ORIENTATION 8am - 1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each 3) set up 1 table for registration at door SET UP TO BE COMPLETED FRIDAY NIGHT 5-29-15 thank you Stella Luna							

69474	Declined	Compton Center		5/29/2015			\$0.00
Medium	stuart, roger	Voc-Tech					
Moving	CALWORKS	1st Floor	301	5/29/2015 10:22:40 AM	6/2/2015		
please help us move some files from CalWorks and SRC student files and educational supplies from the Campus Police storage area, and room 151,152,153 to the Child Care Center storage room. We need it done no later than July 30,2015. Thank you.							

69476	Closed Work	Compton Center		5/29/2015			\$0.00
Medium	Harris, Milton	F - Classrooms			6/2/2015		
Key and Lock	F-19,F-19	Office	4	5/29/2015 10:58:22 AM	6/2/2015		
NOEMI MONTERROSO NEED TWO KEYS F-19,F-19A, JASMINE PHILLIPS NEED KEY F-19A, THANK YOU.							

69491	Closed Work	Compton Center		5/29/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			6/15/2015		
Key and Lock		Laboratory	17	5/29/2015 2:15:38 PM	6/15/2015		
BRYCE GARTNER NEED KEYS TO VT-167,VT-186, AREOSPACE, COMPTUER LAB, VT-159.							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69545	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	B-Library			6/3/2015		
Doors and Hardware	SSC NEW ONE	Entrance	1	6/2/2015 10:25:12 AM	6/3/2015		
REPAIR PANIC HARDWARE, ADJUST IN SSC BLDG. CONTRACTORS. THANK YOU.							

69546	Closed Work	Compton Center		6/2/2015			\$0.00
High	Harris, Milton	J - Maintenance			6/3/2015		
Carpentry		Yard	1	6/2/2015 10:29:07 AM	6/3/2015		
PLEASE DO THE PLANTERS FOR GRADUATION CLASS OF 2015. THANK YOU.							

69547	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	J - Maintenance			6/3/2015		
Carpentry		Yard	1	6/2/2015 10:32:19 AM	6/3/2015		
PLEASE REMOVE THE FLOWERS FROM THE PLANTER, THANK YOU.							

69548	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	D-Classrooms			6/3/2015		
Carpentry		1st Floor	1	6/2/2015 10:41:59 AM	6/3/2015		
PLEASE REMOVE FOUR BY SEVEN BULLETIN BOARD FROM THE D-ROW, MOVE IT TO THE F-19 AND INSTALL IT THERE. THANK YOU.							

69549	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	F - Classrooms			6/3/2015		
Key and Lock	F-19	Classroom	1	6/2/2015 10:53:34 AM	6/3/2015		
PLEASE HAVE SOMEONE FIX THE LOCK ON F-19, THANK YOU.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69550	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	F - Classrooms			6/3/2015		
Carpentry	F-19	Classroom	1	6/2/2015 10:58:34 AM	6/3/2015		
PLEASE HAVE SOMEONE HANG TWO BULLENTIN BORADS IN OUR OFFICE, THANK YOU.							

69555	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	C-Classrooms			6/3/2015		
Carpentry	C-29A	Office	1	6/2/2015 11:13:04 AM	6/3/2015		
PLEASE SOMEONE INSTALL TWO SETS OF BLINDS IN OUR OFFICE, THANK YOU.							

69556	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			6/3/2015		
Carpentry	AUTO SHOP	Laboratory	1	6/2/2015 11:18:38 AM	6/3/2015		
PLEASE HAVE SOMEONE INSTALL TWO NEW HAND WASH SINK TO THE WALL IN THE AUTO-MECHANIC SHOP, THANK YOU.							

69557	Closed Work	Compton Center		6/2/2015			\$0.00
Medium	Harris, Milton	A-Administration			6/3/2015		
Moving	C-29A	Office	1	6/2/2015 11:29:13 AM	6/3/2015		
PLEASE HAVE SOMEONE DELIVER AND PLACE TWO FILE CABINETS TO C-29A, AND THE ADMINISTRATION OFFICE AND THE SECRETARY OFFICE, THANK YOU.							

69558	Work In	Compton Center		6/2/2015			\$0.00
Safety	Harris, Milton	B-Library					
Carpentry	NEW SSC	Classroom	297	6/2/2015 12:19:09 PM	6/2/2015		
PLEASE HAVE SOMEONE COME OVER TO FIX THE TABLES THAT ARE WOBBLY, I THINK THAT THEY ARE UP STAIRE. THANK YOU.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Description			Action Taken				
Requester Name							

69586	Closed Work	Compton Center		6/3/2015			\$0.00
High	Mitchell, Alice	W - P. E. MEN'S			6/4/2015		
Pest Control Indoors	COACH OFFICE	Dressing Room	1	6/3/2015 9:42:20 AM	6/4/2015		
please have someone come over and spray the two areas, for bugs. Thank you.							

69596	Closed Work	Compton Center		6/3/2015			\$0.00
Medium	Florimon, Andy	Student Lounge			6/5/2015		
Moving		1st Floor	2	6/3/2015 3:14:24 PM	6/5/2015		
please have someone remove the three banners in the student lounge 1.ASB,2.CLASS OF 2015 AND CONGRATULATION, take to the student life office, thank you.							

69597	Closed Work	Compton Center		6/3/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			6/15/2015		
Key and Lock	CALWORKS		12	6/3/2015 3:22:36 PM	6/15/2015		
ALLEGRA CELESTINE NEED A KEY TO RM-153 IN THE VT BUILDING, THIS A NEW EMPLOYEE. THANK YOU.							

69598	Closed Work	Compton Center		6/3/2015			\$0.00
High	Harris, Milton	MIS			6/9/2015		
Carpentry		Print Shop	6	6/3/2015 3:32:15 PM	6/9/2015		
PLEASE HAVE SOMEONE REMOVE THE SINK FROM MIS TO THE DUMPER, THANK YOU.							

69628	Closed Work	Compton Center		6/5/2015		0.25	\$4.85
Medium	Turano, Carl	Voc-Tech			6/9/2015		
Delivery	VT 216	Office	4	6/5/2015 9:20:34 AM	6/24/2015		
Deliver 2 packages to Bob Joiner Time Available: all day laurie linka							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69661	Closed Work	Compton Center		6/9/2015			\$0.00
High	stuart, roger	U - E O P & S			6/23/2015		
Heating/Ventilation /Air Conditioning		Office	14	6/9/2015 9:01:57 AM	6/23/2015		
please have someone come over to EOP&S to fix our AC, THANK YOU.							

69663	Work In	Compton Center		6/9/2015			\$0.00
High	Anaya, Homero	V-72 Campus Police					
Painting	CAMPUS WIDE	Parking Lot	290	6/9/2015 9:50:05 AM	6/9/2015		
PLEASE HAVE SOMEONE PAINT ALL THE CURBS RED, THE ONES THAT ARE THE BE PAINTED. THANK YOU.							

69702	Closed Work	Compton Center		6/10/2015			\$0.00
Medium	Harris, Milton	C-Classrooms			7/22/2015		
Carpentry	C-29A	Office	42	6/10/2015 10:00:36 AM	7/22/2015		
please have someone come over to C-29A to mount bookshelves to the wall, mount two white boards and one corkboard on the wall, thank you.							

69708	Closed Work	Compton Center		6/10/2015			\$0.00
Medium	Harris, Milton	A-Administration			7/22/2015		
Carpentry		Office	42	6/10/2015 10:58:28 AM	7/22/2015		
please have someone come over to install nine protectors screen in these location two in the Welcome Center, two in the Assessment Center, two in the C-29B and three in the in the Admissions & Records/ Counseling desk. Thank you.							

69741	Closed Work	Compton Center		6/11/2015			\$0.00
Medium	stuart, roger	J - Maintenance			6/23/2015		
Electrical	RESTROOM	Restroom (Men)	12	6/11/2015 11:30:10 AM	6/23/2015		
please fix all light fixture in all the restroom campus wide, thank you.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
69742	Closed Work	Compton Center		6/11/2015			\$0.00
Medium	stuart, roger	J - Maintenance			6/23/2015		
Vehicle Maintenance		Yard	12	6/11/2015 11:35:03 AM	6/23/2015		
please fix the rotary on the mower belt and pulley, thank you.							
69743	Closed Work	Compton Center		6/11/2015			\$0.00
Medium	delgado, reuben	J - Maintenance			6/23/2015		
Vehicle Maintenance		Yard	12	6/11/2015 11:38:28 AM	6/23/2015		
please fix truck #20 gear shift lever, thank you.							
69746	Closed Work	Compton Center		6/11/2015			\$0.00
Medium	delgado, reuben	MIS			6/23/2015		
Electrical		CopyShop	12	6/11/2015 11:43:55 AM	6/23/2015		
replace electrical box cover MIS old photo room, thank you.							
69747	Closed Work	Compton Center		6/11/2015			\$0.00
Medium	delgado, reuben	J - Maintenance			6/23/2015		
Vehicle Maintenance		Yard	12	6/11/2015 11:51:54 AM	6/23/2015		
please repair the cart in the yard, will not run. Thank you.							
69748	Closed Work	Compton Center		6/11/2015			\$0.00
Medium	delgado, reuben	J - Maintenance			6/23/2015		
Vehicle Maintenance		Yard	12	6/11/2015 11:56:51 AM	6/23/2015		
repair the edger, it will not stay on. Thank you.							
69749	Closed Work	Compton Center		6/11/2015			\$0.00
High	stuart, roger	J - Maintenance			6/23/2015		
Grounds		Yard	12	6/11/2015 12:10:15 PM	6/23/2015		
please remove all the fruit from the trees, (peaches, plums, nectarine and apricots.)							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69793	Closed Work	Compton Center		6/15/2015			\$0.00
Medium	Harris, Milton	V - FINANCIAL AID			6/23/2015		
Carpentry		Entrance	8	6/15/2015 11:29:57 AM	6/23/2015		

please have someone come over to fix the door to the financial aid office, thank you.

69795	Closed Work	Compton Center		6/15/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			6/23/2015		
Doors and Hardware		Office	8	6/15/2015 11:36:06 AM	6/23/2015		

please fix the door in my office DSDP OFFICE, thank you.

69820	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Harris, Milton	W - P. E. MEN'S			11/16/2015		
Key and Lock	ATHLETICS	Entrance	153	6/16/2015 8:35:50 AM	11/16/2015		

ERIC MENDOZAN NEED KEYS FOR ATHLETICS BUILDING MASTER, GYM MASTER, GYMBALL CAGES (PADLOCKS), STADIUM GATES (PADLOCK), STADIUM MASTER (DOOR UNDER THE STADIUM). THANK YOU.

69821	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Harris, Milton	W - P. E. MEN'S			9/23/2015		
Key and Lock	WEIGHT ROOM	1st Floor	99	6/16/2015 8:57:40 AM	9/23/2015		

LYDIA AYALA NEED KEY TO THE WEIGHT ROOM OR TO THE DOOR LEADING TO THE WEIGHT ROOM, GYMBALL CAGES (PADLOCK). THANK YOU.

69822	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Harris, Milton	W - P. E. MEN'S			11/16/2015		
Key and Lock	ATHLETICS	Office	153	6/16/2015 9:02:49 AM	11/16/2015		

LYMAN INSLEY NEED A KEY TO THE FRONT DOOR OF THE ATHLETIC DEPT., OFFICE "A", STAFF RESTROOM IN ATHLETICS DEPT. THANK YOU.

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69823	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Harris, Milton	W - P. E. MEN'S			7/22/2015		
Key and Lock	TRAINING	Office	36	6/16/2015 9:12:22 AM	7/22/2015		
<p>MERCEDES LUNA & JUAN DIAZ NEED THE KEY TO ATHLETIC TRAINING ROOM EXTERIOR DOOR (FACING THE SWIMMING POOL),.THANK YOU.</p>							

69824	Work In	Compton Center		6/16/2015			\$0.00
Medium	Harris, Milton	X - GYM					
Key and Lock	ATHLETICS	Office	283	6/16/2015 9:19:08 AM	6/16/2015		
<p>AMANDA EVANS NEED KEY TO THE FRONT DOOR (ATHLETICS DEPT), GYM, WEIGHT ROOM, OFFICE "F", STAFF RESTROOM. THANK YOU.</p>							

69826	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Harris, Milton	A-Administration			6/23/2015		
Carpentry		Board/Conference	7	6/16/2015 9:24:37 AM	6/23/2015		
<p>please repair the chair in the BOARD ROOM, THANK YOU.</p>							

69833	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Mitchell, Alice	R - BOOKSTORE			2/5/2016		
Carpentry	R-61	Entrance	234	6/16/2015 10:57:07 AM	2/5/2016		
<p>Please fix a gap in the door bottom on the south entrance in the Student Life Office (Rodents can come through the door gap)</p>							

Yolanda Zuniga

69834	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Mitchell, Alice	R - BOOKSTORE			2/5/2016		
Carpentry	R-61	Office	234	6/16/2015 11:05:30 AM	2/5/2016		
<p>Please replace six missing ceiling tiles at the entrance office of the Director of Student Development Office & Athletics in the Student Life Office.</p>							

Yolanda Zuniga

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69836	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Mitchell, Alice	R - BOOKSTORE			2/5/2016		
Carpentry	R-61	Office	234	6/16/2015 11:20:03 AM	2/5/2016		

Please replace the carpet of the Director of Student Development & Athletics office. (Carpet has holes and loose threads/strings) Office located inside Student Life Department.

Yolanda Zuniga

69842	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			6/22/2015		
Event Setup	student lounge	Lounge	6	6/16/2015 3:27:14 PM	6/22/2015		

6-20-15 CONCERNED CITIZENS (Dr. Curry) 4-6pm
 1) clean and restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 1 table for registration with 2 chairs at door entrance 4) set up podium/mic with trellis trees 5) drop down screen 6) set up 4 6' tables in front of folding doors for S/B foods
 SET UP MUST BE COMPLETE ON THURSDAY BEFORE 4PM

Stella Luna

69843	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			7/1/2015		
Event Setup	staff lounge	Lounge	15	6/16/2015 3:30:13 PM	7/1/2015		

7-1-14 SCHOOLS FIRST CU Cookie Party (membership/services) 11am-1:30 pm
 1) clean lounge 2) set up 6 round tables with 7 chairs
 SET UP NIGHT BEFORE

Stella Luna

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

69846	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			7/1/2015		
Event Setup	studentlounge	Lounge	15	6/16/2015 5:07:38 PM	7/1/2015		
6-26-15 ABLE SYKES PRESCHOOL GRADUATION 10am - 2pm 1) clean and restock restrooms 2) set up 150 chairs assembly style 3) set up stage 4) place podium/mic on floor next to stage 5) set up 1 table at door entrance with 1 chair 6) set up 5 6' tables in front of folding doors 7) children's chairs to be brought in morning of SET UP TO BE COMPLETED BY 3PM THURSDAY FOR DECORATING PURPOSES SET UP NIGHT BEFORE Stella Luna							

69847	Closed Work	Compton Center		6/16/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			7/1/2015		
Event Setup	Atrium	Atrium	15	6/16/2015 5:25:34 PM	7/1/2015		
6-25-15 SPECIAL EVENT 1-3pm--Atrium 1) Clean and restock surrounding restrooms 2) set up 8 round tables with 6 chairs each 3) set up 4 6' tables against wall along office windows SET UP NIGHT BEFORE Stella Luna							

69856	Closed Work	Compton Center		6/17/2015			\$0.00
Medium	delgado, reuben	Voc-Tech			6/23/2015		
Health/Safety		Hallway/Corridor	6	6/17/2015 10:05:45 AM	6/23/2015		
please fix the sidewalk on the north side of V.T. BUILDING , THANK YOU. Stella Luna							

69861	Closed Work	Compton Center		6/17/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			7/1/2015		
Event Setup	staff lounge	Lounge	14	6/17/2015 12:21:53 PM	7/1/2015		
6-22-15 thru 7-23-15 MON-THUR 11am-12 noon 1) clean lounge 2) set up 5 round tables with 8 chairs each ***PLEASE HAVE SET UP DONE DAILY BY 10 AM Thank you Stella Luna							

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Description			Action Taken				
Requester Name							

69862	Closed Work	Compton Center		6/17/2015			\$0.00
Medium	delgado, reuben	D-Classrooms			2/5/2016		
Moving	D-40, D-33	Classroom	233	6/17/2015 12:27:30 PM	2/5/2016		
please move a chair and table to D-40,D-33, to the classroom. Thank you.							

69869	Closed Work	Compton Center		6/17/2015			\$0.00
Medium	stuart, roger	Voc-Tech			2/5/2016		
Moving	2nd Floor	1st Floor	233	6/17/2015 1:46:44 PM	2/5/2016		
please help with the moving of furniture deliveries for SRC main office V.T.-109 AND HTC V.T.-226-B. THANK YOU.							

69870	Closed Work	Compton Center		6/17/2015			\$0.00
Medium	Anaya, Homero	Math Science			2/5/2016		
Painting	MS-107		233	6/17/2015 1:50:55 PM	2/5/2016		
please print room 107 in the MS BUILDING, also path up the hole and clean up the wall, thank you.							

69888	Closed Work	Compton Center		6/17/2015			\$0.00
Medium	Mitchell, Alice	A-Administration			11/16/2015		
Key and Lock	east exit door	Exit Door	152	6/17/2015 5:41:20 PM	11/16/2015		
The double glass doors on the west side of the mail room have stripped locks. Please check and repair as needed.							

Lt. Box Time Available: 8:00AM

Ramund Box

69926	Closed Work	Compton Center		6/22/2015			\$0.00
High	Mitchell, Alice	X - GYM			6/22/2015		
Pest Control		Yard		6/22/2015 12:04:36 PM	6/22/2015		
please send someone over to kill the bee in the tree near the gym , thank you.							

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Requester Name							

69955	Closed Work	Compton Center		6/23/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			2/5/2016		
Carpentry	DPS OFFICE	Office	227	6/23/2015 11:10:00 AM	2/5/2016		

can you have someone come over to hang two board for us, thank you.

70002	Closed Work	Compton Center		6/25/2015			\$0.00
Medium	Anaya, Homero	D-Classrooms			2/5/2016		
Painting	WELCOME	Office	225	6/25/2015 11:53:06 AM	2/5/2016		

please have someone paint the WELCOME CENTER, THANK YOU.

70003	Closed Work	Compton Center		6/25/2015			\$0.00
High	stuart, roger	Q - CAFETERIA			2/5/2016		
Plumbing		Roof	225	6/25/2015 11:59:01 AM	2/5/2016		

please have someone fix the rotted rain gutter down spout eastside of the cafeteria, thank you.

70004	Work In	Compton Center		6/25/2015			\$0.00
High	stuart, roger	X - GYM					
Plumbing	FOOTBALL	Yard	274	6/25/2015 12:04:58 PM	6/25/2015		

please install a shut off valve to the water, on the football field. Thank you.

70005	Closed Work	Compton Center		6/25/2015			\$0.00
Medium	Anaya, Homero	Q - CAFETERIA			2/5/2016		
Painting		Exit Door	225	6/25/2015 12:09:29 PM	2/5/2016		

paint the doors on the eastside of the student lounge and cafeteria, thank you.

70007	Closed Work	Compton Center		6/25/2015			\$0.00
High	Anaya, Homero	J - Maintenance			2/5/2016		
Painting		Office	225	6/25/2015 12:16:28 PM	2/5/2016		

paint the office (Linda Owens, Alice Hawkins), thank you.

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Requester Name							

70009	Closed Work	Compton Center		6/25/2015			\$0.00
High	Harris, Milton	Voc-Tech			2/5/2016		
Doors and Hardware	exit doors	Entrance	225	6/25/2015 12:22:49 PM	2/5/2016		
please fix the handicap doors in the V.T. building, thank you.							

70059	Closed Work	Compton Center		6/29/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			2/5/2016		
Carpentry	football office	Office	221	6/29/2015 12:21:10 PM	2/5/2016		
Please mount dryerase board in football office. Please advise of safest location to mount Time Available: any							
amankwa mckinzie							

70064	Closed Work	Compton Center		6/29/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S			2/5/2016		
Carpentry	football locker	Locker Room	221	6/29/2015 12:44:17 PM	2/5/2016		
Please mount a dryerase board in the football locker room- we have an existing one that is not mounted. First assess to see if its worth mounting a used board, a pretty big and heavy one, in the football locker room. Also see work order 70059, which is for a second dryerase board to be mounted in the football office. Remember- two locations to mount a board, one at each location. The board that wants to be mounted in the football office is heavy and cant be mounted without help. Time Available: any							
amankwa mckinzie							

70080	Closed Work	Compton Center		6/30/2015			\$0.00
High	Harris, Milton	Voc-Tech			11/16/2015		
Key and Lock	CAL WORKS	Office	139	6/30/2015 8:46:54 AM	11/16/2015		
AURA WEBER NEED KEY TO V.T.-153, THANK YOU.							

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Description			Action Taken				
Requester Name							

70081	Closed Work	Compton Center		6/30/2015			\$0.00
High	Harris, Milton	Math Science			2/5/2016		
Doors and Hardware		Entrance	220	6/30/2015 9:00:17 AM	2/5/2016		
please repair the handicap door in the M.S. building, thank you.							

70089	Closed Work	Compton Center		6/30/2015			\$0.00
High	stuart, roger	Math Science			7/8/2015		
Plumbing	RM-228	Laboratory	8	6/30/2015 9:54:48 AM	7/8/2015		
please fix the ceiling that leaking in our lab, thank you.							

70106	Closed Work	Compton Center		6/30/2015			\$0.00
Medium	stuart, roger	Math Science			7/2/2015		
Plumbing	staff restroom	Restroom (Men)	2	6/30/2015 3:48:10 PM	7/2/2015		
please have someone fix the sink in the men restroom on the second floor, that the staff restroom. Thank you.							

70107	Closed Work	Compton Center		6/30/2015			\$0.00
Medium	stuart, roger	Math Science			7/2/2015		
Custodial	staff men	2nd Floor	2	6/30/2015 3:53:24 PM	7/2/2015		
please reinstall paper towel dispenser on the wall, thank you.							

70108	Closed Work	Compton Center		6/30/2015			\$0.00
Medium	stuart, roger	Math Science			7/2/2015		
Plumbing	staff women	Restroom (Women)	2	6/30/2015 3:58:41 PM	7/2/2015		
please have someone fix the leak in the toilet, leak when flushed. Thank you.							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70109	Closed Work	Compton Center		6/30/2015			\$0.00
High	stuart, roger	Math Science			7/2/2015		
Plumbing	public restroom	2nd Floor	2	6/30/2015 4:07:45 PM	7/2/2015		

please replace two toilet seats and tighten all lose seats, thank you.

70110	Closed Work	Compton Center		6/30/2015			\$0.00
Medium	stuart, roger	Math Science			2/5/2016		
Plumbing	men restroom	2nd Floor	220	6/30/2015 4:15:45 PM	2/5/2016		

please fix the toilet on the second floor it will not flush, thank you.

70111	Closed Work	Compton Center		6/30/2015			\$0.00
High	stuart, roger	Math Science			7/2/2015		
Plumbing	women restroom	2nd Floor	2	6/30/2015 4:20:15 PM	7/2/2015		

please have someone come over to fix the leaks in the valve on the toilet when it flushes, thank you.

70131	Closed Work	Compton Center		7/1/2015			\$0.00
Medium	Mitchell, Alice	B-Library			7/7/2015		
Elevators	Library SSC	Elevator	6	7/1/2015 2:18:07 PM	7/7/2015		

Elevator #1 in the SSC is uneven when the elevator is on level 1. As you step out of the elevator there is an 2-3inch incline to the floor that can cause a person to trip and fall or injure a toe.

Please check ASAP

Lt. Box Time Available: 8:00AM

Ramund Box

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70133	Closed Work	Compton Center		7/1/2015			\$0.00
Medium	Mitchell, Alice	B-Library			7/7/2015		
Elevators	SSC Elevator #1	Elevator	6	7/1/2015 2:22:03 PM	7/7/2015		

The electrical box inside of elevator #1 will not secure so the door hangs open. Please repair lock ASAP so people cannot damage the critical components inside of the electrical box.

Thanks

Lt. Box Time Available: 8:00AM

Ramund Box

70141	Closed Work	Compton Center		7/2/2015			\$0.00
Medium	Saddler, Preston	T - CHILD DEV			7/8/2015		
Grounds	CDC	Yard	6	7/2/2015 9:20:56 AM	7/8/2015		

please have someone clean up the playground for the children, thank you.

70164	Closed Work	Compton Center		7/2/2015			\$0.00
Medium	Mitchell, Alice	R - BOOKSTORE			2/5/2016		
Carpentry	R-61 Student	Office	218	7/2/2015 3:28:31 PM	2/5/2016		

Please mount/install two calendar boards in the Student Life Office. for specific mounting locations, please ask our office staff.

Yolanda Zuniga

70170	Closed Work	Compton Center		7/2/2015			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police			7/9/2015		
Electrical	police armory		7	7/2/2015 4:41:25 PM	7/9/2015		

The light in the armory needs to be replaced. Please change light ASAP.

Thanks

Lt. Box Time Available: 8:00AM

Ramund Box

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70172	Closed Work	Compton Center		7/2/2015			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police			2/5/2016		
Heating/Ventilation/Air Conditioning	police locker	Locker Room	218	7/2/2015 4:47:05 PM	2/5/2016		
The HVAC in the police locker rooms are not working so it is extremely hot inside. Please check ASAP.							

Thanks

Lt. Box Time Available: 8:00AM

Ramund Box

70173	Closed Work	Compton Center		7/2/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			7/8/2015		
Event Setup	staff lounge	Lounge	6	7/2/2015 6:20:15 PM	7/8/2015		
7-8-15 BOARD OF GOVERNORS MEETING (Dr. Curry) 12-1:30 pm 1) clean lounge 2) place lined trash can in lounge 3) sweep/mop floors 4) set up 4 round tables with 6 chairs each 5) set up 1 table at door for registration with 2 chairs SET UP TO BE COMPLETED NIGHT BEFORE FOR DECORATING ETC.							

Stella Luna

70181	Closed Work	Compton Center		7/7/2015			\$0.00
Medium	stuart, roger	X - GYM			7/8/2015		
Custodial	STADIUM AREA	Restroom (Men)	1	7/7/2015 9:01:34 AM	7/8/2015		
please have someone come over to clean the restrooms the women also and restock it to, thank you.							

70183	Closed Work	Compton Center		7/7/2015			\$0.00
Medium	stuart, roger	X - GYM			7/8/2015		
Plumbing	STADIUM	Restroom (Men)	1	7/7/2015 9:38:47 AM	7/8/2015		
please unstop the urinals in the stadium area, thank you.							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70184	Closed Work	Compton Center		7/7/2015			\$0.00
Medium	stuart, roger	L - Industrial Education			7/8/2015		
Plumbing	SSC BUILDING	2nd Floor	1	7/7/2015 9:49:26 AM	7/8/2015		
<p>please replace the paper towel dispenser in the women restroom, thank you.</p>							

70185	Closed Work	Compton Center		7/7/2015			\$0.00
Medium	stuart, roger	D-Classrooms			7/8/2015		
Heating/Ventilation /Air Conditioning	D-33	Classroom	1	7/7/2015 9:56:49 AM	7/8/2015		
<p>the AC is not working please have someone fix it, thank you.</p>							

70186	Closed Work	Compton Center		7/7/2015			\$0.00
Medium	stuart, roger	Math Science			7/8/2015		
Heating/Ventilation /Air Conditioning	RM-208,212	2nd Floor	1	7/7/2015 10:01:20 AM	7/8/2015		
<p>the AC is not working in these rooms 208,212 please fix them, thank you.</p>							

70187	Closed Work	Compton Center		7/7/2015			\$0.00
High	stuart, roger	Q - CAFETERIA			2/5/2016		
Plumbing		Cafeteria	213	7/7/2015 10:07:38 AM	2/5/2016		
<p>please have someone fix the PVC pipe on the ice machine or replace it, thank you.</p>							

70199	Closed Work	Compton Center		7/7/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			7/8/2015		
Plumbing	X	Restroom (Men)	1	7/7/2015 2:16:58 PM	7/8/2015		
<p>Please repair toilet in the men's locker room. The one that is nearest the door as you enter the restroom. Time Available: all</p> <p>amankwa mckinzie</p>							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70211	Closed Work	Compton Center		7/8/2015			\$0.00
High	Harris, Milton	Voc-Tech			7/22/2015		
Key and Lock	AUTO	Classroom	14	7/8/2015 9:17:26 AM	7/22/2015		
SMOG REFEREE PROGRAM NEED KEY #111 ASAP FOR DOOR 198,199 IN THE AUTO TECHNOLOGY BUILDING, THANK YOU.							

70243	Closed Work	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S			2/5/2016		
Glass\Windo w Repairs	Lydias office	Office	211	7/9/2015 8:58:53 AM	2/5/2016		
PLEASE REPAIR WINDOW IN LYDIA'S OFFICE. I HOPE THIS NOTICE ISNT OVER MS. MITCHELL'S REQUEST WORD LIMIT. Time Available: ANY							
amankwa mckinzie							

70244	Work In	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Glass\Windo w Repairs	FOOTBALL	Locker Room	260	7/9/2015 9:17:20 AM	7/9/2015		
PLEASE REPAIR WINDOWS IN THE FOOTBALL LOCKER ROOM. IT BECOMES AN AVIARY DURING MATING SEASON. Time Available: ANY							
amankwa mckinzie							

70245	Work In	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	U - E O P & S					
Glass\Windo w Repairs	WOMENS	Locker Room	260	7/9/2015 9:22:57 AM	7/9/2015		
PLEASE REPAIR WINDOW IN WOMENS LOCKER ROOM, OF COURSE THE ONLY TAB I CAN LIST IS U-EOPS FOR BUILDING DESIGNATION WOMENS LOCKER ROOM STORAGE ROOM AT REAR OF BUILDING. THE GLASS IS ON SOME (PE) EXERCISE BALLS WHICH I WILL NO LONGER USE, UNSAFE. Time Available: ANY							
amankwa mckinzie							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70246	Work In	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Electrical	GENERAL	Locker Room	260	7/9/2015 9:25:51 AM	7/9/2015		
PLEASE SECURE ELECTRICAL OUTLET TO WALL. CONSTANT USE FOR CELL PHONE CHARGING OR SOMETHING. Time Available: ANY							
amankwa mckinzie							

70247	Closed Work	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S			2/5/2016		
Painting	ATHLETICS	Office	211	7/9/2015 9:55:38 AM	2/5/2016		
PLEASE PAINT ATHLETICS OFFICES- THE COACHES OFFICES(6), WHICH INCLUDES THE NEW COUNSELORS OFFICE, AND OF COURSE THE FILE CABINETS TAKE FOUR PEOPLE TO MOVE SAFELY, I DONT HAVE THE MANPOWER TO MOVE ANY OF THEM AT ALL IN THE COUNSELORS OFFICE. ALSO PLEASE PAINT THE RECEPTION AREA. Time Available: ANY							
amankwa mckinzie							

70250	Closed Work	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	U - E O P & S			2/5/2016		
Painting	COACH OFFICE	Office	211	7/9/2015 10:10:23 AM	2/5/2016		
BUILDING DESIGNATION(U)-PLEASE PAINT THE WOMENS BASKETBALL COACH OFFICE. OFFICE IS EMPTY ENOUGH TO PAINT Time Available: ANY							
amankwa mckinzie							

70255	Work In	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Electrical	RECEPTION	Office	260	7/9/2015 12:14:57 PM	7/9/2015		
PLEASE REMOVE THE ELECTRICAL OUTLET IN THE MIDDLE OF THE RECEPTION AREA. Time Available: ANY							
amankwa mckinzie							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70257	Closed Work	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police			7/13/2015		
Key and Lock	campus keys	Office	4	7/9/2015 1:27:54 PM	7/13/2015		
Please replace (1) broken Master Key(1) broken student patio door key. Both keys were already delivered to M&O Alice Hawkins. Keys needed to open classrooms, and other areas on campus daily.							

Lt. Box

Thank you Time Available: 8:00AM

Ramund Box

70260	Closed Work	Compton Center		7/9/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			7/14/2015		
Event Setup	Gymnasium/Lob	Lobby	5	7/9/2015 1:56:28 PM	7/14/2015		
7-10-15 STATE OF THE CITY ADDRESS (Compton Mayor) 6-9pm							

1) clean and restock restrooms 2) cover entire floor
 3) set up back drop West Wall 4) set up stage with trellis/trees/podium against West wall 5) set up 250 rented chairs 40' from stage (need open space for entertainment) 6) set up 8 (rented) 6' tables in lobby with 2 chairs at each table (using our chairs) 7) set up all remaining rented tables 10' from last row of audience chairs and set up remaining 6' rented tables with 8 chairs (ours) at each table for eating 8) Pull out North bleachers for overflow 9) set up several lined trash cans -food will be served
 SET UP TO BE COMPLETED BY 12 NOON ON FRIDAY 7-10-15 FOR GROUP AUDIO SET UP ETC.....

Thank you

Stella Luna

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70278	Closed Work	Compton Center		7/13/2015			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police			2/5/2016		
Electrical	V-72	Office	207	7/13/2015 8:58:04 AM	2/5/2016		

Several of the wall sockets are not working. Our monitors, door buzzer and other electronics plugged into the wall sockets are not working consistently. Please inspect all wall sockets and trouble shoot the office for electrical issues.

Lt. Box Time Available: 8:00AM

Ramund Box

70308	Closed Work	Compton Center		7/14/2015			\$0.00
High	Mitchell, Alice	Q - CAFETERIA			7/20/2015		
Pest Control		Cafeteria	6	7/14/2015 1:49:52 PM	7/20/2015		

please have someone come out to spray around the yard on the out side of the cafeteria area, thank you.

70311	Closed Work	Compton Center		7/14/2015			\$0.00
Medium	Mitchell, Alice	E - Classrooms			7/22/2015		
Key and Lock	20 & 28	Classroom	8	7/14/2015 4:08:50 PM	7/22/2015		

Keys for E-20 Juan Quinones
 E 38 - K. Montes
 MS 108, 110, 129/M. Brennan/A. Sirajuddin/B.
 Daniel Time Available: 8-4:30

lillie johnson

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70319	Closed Work	Compton Center		7/15/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S			2/9/2016		
Carpentry	Equipment room	Roof	209	7/15/2015 11:27:13 AM	2/9/2016		

Replace or secure wood panel at window to equipment room, or if possible install some sort of window for air flow. There are multiple wasp nests above me, once they hatch, I spray fluids on them to get them to fall and I exterminate them. this is a constant task. I have only been stung once. No big deal, right? There occasionally bees also get through which are more difficult to get rid of they are more aggressive, last count, I got rid of 5 in one day recently. got rid of two wasps today, two yesterday. last week about five, the week before 5 bees, 3 wasps. I usually don't notice them until I hear buzzing, or they land on me to say hello. of course I saved an example, smashed him, and the other is half dead at the moment. The current wasps make mud nests, occasionally the wasps that make paper nests enter the office space but being more aggressive I exterminate them as soon as I can catch them. Time Available: Any

amankwa mckinzie

70320	Work In	Compton Center		7/15/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Doors and Hardware	door	Entrance	254	7/15/2015 11:35:04 AM	7/15/2015		

Discovered an entry door with new damage to door handle which may injure someone. probably occurred in evening hours. Lock works. Time Available: Any

amankwa mckinzie

70321	Closed Work	Compton Center		7/15/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			2/5/2016		
Painting	weight room	Classroom	205	7/15/2015 11:38:21 AM	2/5/2016		

Please paint weight room and repair walls where weights were leaned against them. Time Available: any

amankwa mckinzie

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70340	Closed Work	Compton Center		7/16/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			7/23/2015		
Pest Control Indoors		Break Room	7	7/16/2015 8:37:04 AM	7/23/2015		

please have someone come out to place trap in our area, break room. Thank you.

70341	Closed Work	Compton Center		7/16/2015			\$0.00
Medium	Harris, Milton	J - Maintenance			2/5/2016		
Carpentry	LEND LEASE	Stairway	204	7/16/2015 8:56:43 AM	2/5/2016		

please have someone come over to fix the stair landing outside our office, thank you.

70342	Closed Work	Compton Center		7/16/2015			\$0.00
Medium	stuart, roger	Q - CAFETERIA			2/5/2016		
Heating/Ventilation /Air Conditioning		Kitchen	204	7/16/2015 9:05:11 AM	2/5/2016		

please have someone come over to the cafeteria to replace PVC pipe on the cooling area out front, thank you.

70386	Closed Work	Compton Center		7/20/2015			\$0.00
High	Mitchell, Alice	A-Administration			7/20/2015		
Pest Control		Entrance		7/20/2015 10:47:19 AM	7/20/2015		

please have someone come out to kill the bees in front of the administration building right in the entrance, thank you.

70412	Closed Work	Compton Center		7/20/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			7/22/2015		
Event Setup	staff lounge	Lounge	2	7/20/2015 3:34:37 PM	7/22/2015		

7-21-15 ASB MEETING 12-2pm
 1) PLEASE have staff remove lunch trash from lounge (11:45) immediately following Upward Bound lunch for the ASB Administration meeting
 THANK YOU
 stella luna

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70429	Work In	Compton Center		7/21/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Electrical	athletics	Office	248	7/21/2015 10:46:38 AM	7/22/2015		
PLEASE REMOVE ELECTRICAL OUTLET IN MIDDLE OF FLOOR AND ANALOG 25 PAIR CABLE. Time Available: ANY							
amankwa mckinzie							

70445	Closed Work	Compton Center		7/21/2015			\$0.00
High	Mitchell, Alice	U - E O P & S			7/23/2015		
Pest Control		Office	2	7/21/2015 2:25:03 PM	7/23/2015		
please have someone come over to spray in our office, thank you.							

70446	Closed Work	Compton Center		7/21/2015			\$0.00
High	Mitchell, Alice	R - BOOKSTORE			7/23/2015		
Pest Control		Office	2	7/21/2015 2:30:33 PM	7/23/2015		
Indoors							
please have someone come and spray, and put some trap down. Thank you.							

70449	Closed Work	Compton Center		7/21/2015			\$0.00
High	Mitchell, Alice	Voc-Tech			7/23/2015		
Pest Control	1st floor	Office	2	7/21/2015 2:39:16 PM	7/23/2015		
Indoors							
please spray your offices, thank you.							

Work Order Summary List 032516(1)

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70464	Closed Work	Compton Center		7/22/2015			\$0.00
Emergency	Mitchell, Alice	W - P. E. MEN'S			2/9/2016		
Custodial	showers	Locker Room	202	7/22/2015 11:32:35 AM	2/9/2016		

This should not be an issue requiring a work order submitted. please remove the MOLD in the shower areas. This is not a new issue. Please look at the area closely. We have an old area which requires extra attention to detail. Area needs to be sanitized, right now it is a violation of Cal OSHA standards. Please help athletics. I may have to categorize this as a maintenance emergency, in order to get the necessary resources to keep this from reoccurring. Please review all shower areas, (Coaches shower, and women's locker. I am sure you will notice something needing attention. I categorized it as a custodial issue but there maybe some leaky plumbing. This is not the first attempt. Time Available: ASAP

amankwa mckinzie

70477	Closed Work	Compton Center		7/22/2015			\$0.00
Medium	Mitchell, Alice	R - BOOKSTORE			2/5/2016		
Electrical	R-61 Student	Office	198	7/22/2015 4:28:24 PM	2/5/2016		

Please replace four fluorescent lights in the Student Life front office. Second request of work order # 67978 - dated 3/10/15

Yolanda Zuniga

70481	Closed Work	Compton Center		7/22/2015			\$0.00
High	stuart, roger	A-Administration			2/5/2016		
Heating/Ventilation /Air Conditioning	1st. floor	Lobby	198	7/22/2015 5:14:04 PM	2/5/2016		

please have someone check our air conditioning/heating unit in the lobby, thank you.

70516	Closed Work	Compton Center		7/27/2015			\$0.00
Medium	stuart, roger	W - P. E. MEN'S			7/28/2015		
Heating/Ventilation /Air Conditioning	ATHLETIC	Office	1	7/27/2015 10:49:26 AM	7/28/2015		

please send someone over to the athletic dept. to look at our air conditioning unit, thank you.

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
70518	Work In	Compton Center		7/27/2015			\$0.00
Medium	Florimon, Andy	Transfer Center					
Electrical	D-27	Office	242	7/27/2015 10:56:23 AM	7/27/2015		
please have someone fix the light fixture in my office, thank you.							
70520	Work In	Compton Center		7/27/2015			\$0.00
Medium	Florimon, Andy	Transfer Center					
Custodial	D-27	Office	242	7/27/2015 11:05:49 AM	7/27/2015		
please have someone clean both office, Welcome Center and the Transfer Center that's the floors in those area, thank you.							
70527	Closed Work	Compton Center		7/27/2015			\$0.00
Medium	Anaya, Homero	G - Classrooms			8/10/2015		
Painting	G-37	Office	14	7/27/2015 3:47:16 PM	8/10/2015		
please have someone paint room G-37, THANK YOU.							
70528	Closed Work	Compton Center		7/27/2015			\$0.00
Medium	Anaya, Homero	J - Maintenance			8/10/2015		
Painting	BOND TRAILER	Stairway	14	7/27/2015 3:52:41 PM	8/10/2015		
please have someone paint the stairs at BOND TRAILER, THANK YOU.							
70529	Closed Work	Compton Center		7/27/2015			\$0.00
High	Anaya, Homero	J - Maintenance			8/10/2015		
Painting		Yard	14	7/27/2015 4:00:38 PM	8/10/2015		
please paint the roadway for the student to walk down, thank you.							
70530	Work In	Compton Center		7/27/2015			\$0.00
High	Anaya, Homero	J - Maintenance					
Grounds		Roads/Driveways	242	7/27/2015 4:05:54 PM	7/27/2015		
please have someone extend the speed bump west roadway near the brick wall, thank you.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70537	Closed Work	Compton Center		7/27/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			7/30/2015		
Event Setup	Atrium	Atrium	3	7/27/2015 5:03:55 PM	7/30/2015		
7-29-15 AEROSPACE FASTENER MANUF. CAREER FAIR 10am-12pm 1) clean and restock restrooms 2) set up 16 6' tables with 2 chairs each "Resource style" PLEASE SET UP NIGHT BEFORE 7-28-15 FOR EARLY DECORATING stella luna							

70539	Closed Work	Compton Center		7/27/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			8/24/2015		
Event Setup	Student lounge	Lounge	28	7/27/2015 6:02:29 PM	8/24/2015		
8-1-15 STRAIGHT AND NARROW MINISTRIES 4-8PM 1) Clean and restock restrooms 2) set up full stage east wall 3) set up 100 chairs 4) set up 4 round tables with 6 chairs each PLEASE COMPLETE SET UP 7-30-15 stella luna							

70547	Closed Work	Compton Center		7/28/2015			\$0.00
Medium	stuart, roger	W - P. E. MEN'S			2/5/2016		
Plumbing	W-70	Dressing Room	192	7/28/2015 9:31:03 AM	2/5/2016		
please replace the leaking showers valves in the men locker room, thank you.							

70548	Closed Work	Compton Center		7/28/2015			\$0.00
Medium	Florimon, Andy	W - P. E. MEN'S			2/9/2016		
Electrical		Dressing Room	196	7/28/2015 9:39:35 AM	2/9/2016		
please adjust the light timer outside the men locker room, light are on in the day time. Thank you.							

70550	Work In	Compton Center		7/28/2015			\$0.00
Medium	Florimon, Andy	W - P. E. MEN'S					
Electrical	women locker	Locker Room	241	7/28/2015 9:46:02 AM	7/28/2015		
please replace the light outside the women locker room right in the entrance way, thank you.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70552	Closed Work	Compton Center		7/28/2015			\$0.00
Medium	Harris, Milton	W - P. E. MEN'S			7/30/2015		
Doors and Hardware	women locker	Locker Room	2	7/28/2015 9:56:34 AM	7/30/2015		
please repair the door on the southwest of women locker room, thank you.							

70553	Closed Work	Compton Center		7/28/2015			\$0.00
Medium	clay, leonard	A-Administration			2/5/2016		
Custodial	patio area	Restroom (Women)	192	7/28/2015 10:23:21 AM	2/5/2016		
please clean the patio area outside of the women restroom, thank you.							

70554	Work In	Compton Center		7/28/2015			\$0.00
Medium	Florimon, Andy	E - Classrooms					
Electrical	staff women	Restroom (Women)	241	7/28/2015 10:32:14 AM	7/28/2015		
please fix the light that is out in E-17, THANK YOU.							

70555	Closed Work	Compton Center		7/28/2015			\$0.00
Medium	stuart, roger	Math Science			7/30/2015		
Plumbing		Restroom (Women)	2	7/28/2015 10:35:27 AM	7/30/2015		
please fix the leak in the women restroom, thank you.							

70579	Closed Work	Compton Center		7/30/2015			\$0.00
High	Anaya, Homero	X - GYM			8/5/2015		
Painting	PRACTICE	Yard	6	7/30/2015 8:49:54 AM	8/5/2015		
please paint the practice fields, football and soccer. Thank you.							

70610	Closed Work	Compton Center		8/3/2015			\$0.00
Medium	Mitchell, Alice	G - Classrooms			8/4/2015		
Key and Lock	G 37	Office	1	8/3/2015 8:25:17 AM	8/4/2015		
Key for new employee Jessica Sanchez G 37. Also key for the women's restroom. Thanks. Time Available: 8-4:30							

lillie johnson

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70630	Closed Work	Compton Center		8/3/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			8/24/2015		
Event Setup	Dance	Lobby	21	8/3/2015 4:53:01 PM	8/24/2015		

8-8-15 PEACE DAY-CELEBRITY BASKETBALL 2-5PM
 1) clean and restock restrooms 2) blow down front of gym 3) cover dance floor (to be used as a Celebrity "green room" set up 4 6' tables place 30 chairs in area group will move as needed 4) set up 4 6' tables in lobby placing them across stairs leaving space for entrance to women's restroom (group will monitor this area) 5) place 2 tables with 2 chairs outside gym in front of "ticket window" 6) group will be placing a RED carpet for celebrities outside in front of door entrance
 NOTE: All tables to be set up by 12:45 PM day of event.

Stella Luna

70648	Work In	Compton Center		8/4/2015			\$0.00
High	Florimon, Andy	E - Classrooms					
Custodial	E-40,E-56	Classroom	234	8/4/2015 12:50:20 PM	8/4/2015		

please have someone come over and clean our floor in E-40 AND E-56, THANK YOU.

70649	Closed Work	Compton Center		8/4/2015			\$0.00
Medium	Harris, Milton	A-Administration			1/20/2016		
Doors and Hardware		Board/Conference	169	8/4/2015 12:53:37 PM	1/20/2016		

please have someone come over fix the lock on the door in the board room, thank you.

70650	Work In	Compton Center		8/4/2015			\$0.00
Medium	stuart, roger	Student Lounge					
Plumbing		Restroom (Men)	234	8/4/2015 12:56:46 PM	8/4/2015		

please have someone fix the leaking faucet in the men restroom, thank you.

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70651	Work In	Compton Center		8/4/2015			\$0.00
High	Florimon, Andy	V - FINANCIAL AID					
Heating/Ventilation/Air Conditioning	E-12	Office	234	8/4/2015 1:06:17 PM	8/4/2015		
please have someone come over to fix air conditioner, thank you.							

70654	Closed Work	Compton Center		8/4/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			8/24/2015		
Event Setup	studentlounge	Lounge	20	8/4/2015 7:35:54 PM	8/24/2015		
8-11-15 ASSEMBLYMAN MIKE GIPSON 6-8pm 1) clean and restock restrooms clean lounge 2) clean windows 3) set up tables on stage for 10 panelists 4) set up 4 6' tables for refreshments in front of folding doors 5) set up 1 6' table center on carpet area between center pillars (for live stream equipment) with 3 chairs 6) set up 2 tables outside of lounge doors with 2 chairs each for registration 7) set up 100 chairs (be available to set add'l chairs as needed) 8) stage to remain 9) place 1 table right side of stage at angle for Assemblyman with 1 chair SET UP TO BE COMPLETED NIGHT BEFORE-- Stella Luna							

70655	Closed Work	Compton Center		8/4/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			8/24/2015		
Event Setup	studentlounge	Lounge	20	8/4/2015 7:48:14 PM	8/24/2015		
8-11-15 ATHLETIC ORIENTATION 12- 3pm 1) clean and restock restrooms 2) set up 250 Chairs assembly style 3) provide 8 6' tables 4) set up podium/mic with trellis/trees 5) drop down screen 6) set up 4 6' tables in front of folding doors for lunch service SET UP TO BE COMPLETED NIGHT BEFORE-on Thursday 8-7-15 Stella Luna							

70661	Closed Work	Compton Center		8/5/2015			\$0.00
Medium	Harris, Milton	Transfer Center			8/17/2015		
Key and Lock	D-29	Office	12	8/5/2015 8:41:25 AM	8/17/2015		
BARRAGAN, THERESA NEED KEY FOR D-29, STAFF RESTROOM. THANK YOU.							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70671	Closed Work	Compton Center		8/5/2015			\$0.00
Emergency	Mitchell, Alice	W - P. E. MEN'S			2/9/2016		
Health/Safety	SHOWERS/ALL	1st Floor	188	8/5/2015 10:48:27 AM	2/9/2016		

PLEASE REMOVE ALL TRACES OF MOLD. PLEASE CLEAN ENTIRE SHOWER FLOORS AND WALLS AND FIXTURES. THIS IS NOT THE FIRST ATTEMPT FOR SERVICES. SURFACE AREA FLOORS AND WALLS PLEASE USE SCRUBBING PADS ON BUFFERS OR STEAM PRESSURE CLEANING OR WHATEVER THE PROPER EQUIPMENT SHOULD BE, THIS AREA IS BEYOND THE POINT OF PHYSICAL HAND SCRUBBING WITH PRIMITIVE APPARATUS SHOWERS NEED PROFESSIONAL HELP TO MAINTAIN CLEAN REGULARLY WITH PROPER SUPPLIES. THIS AREA IS REVIEWED ALMOST DAILY AT THIS POINT BY ADMINISTRATORS WHO HAVE AND ARE PERFORMING REGULAR WALK THROUGHS OF ALL ATHLETICS AREAS. THESE AREAS NEED HELP WITH ALL THE SHOWERS. THE SHOWER IN THE COACHES LOCKER ROOM, NEEDS HELP, AND THE GENERAL STUDENT SHOWER AREA. IT WAS ALSO MENTIONED TO ME DIRECTLY BY THE PROVOST/CEO THAT HE PREVIOUSLY DIRECTED THAT THE SHOWER FIXTURES ARE REPLACED WITH NEW. A WORK ORDER WILL FOLLOW THIS ONE. THANK YOU! I MAY HAVE TO REQUEST THE CLOSURE OF THESE SHOWERS UNTIL AREA IS DEEMED HYGIENIC FOR USE. THESE AREAS ARE ALSO CHECKED FOR PROGRESS REGULARLY BY ADMINISTRATORS WITH AND WITHOUT KNOWLEDGE. PLEASE OUR AGING AREA REQUIRES ATTENTION. PLEASE. OUR STUDENTS WILL APPRECIATE IT. FOR SOME THIS IS THE ONLY SHOWER THEY CAN USE. PLEASE PROVIDE PERSONNEL WITH ALL THE EQUIPMENT NECESSARY TO ACCOMPLISH THE TASK, AND PROVIDE SUPPORT FOR THE TASK AND PLEASE PROVIDE TIME NEEDED TO DILIGENTLY ACCOMPLISH TASK CORRECTLY.

Time Available: ANY

amankwa mckinzie

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70673	Work In	Compton Center		8/5/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Plumbing	SHOWERS	1st Floor	233	8/5/2015 10:58:25 AM	8/5/2015		
PLEASE REPLACE FIXTURES IN SHOWERS TO CONTROL INDIVIDUAL WATER FLOW HOT/COLD. Time Available: ANY							
amankwa mckinzie							

70679	Closed Work	Compton Center		8/5/2015			\$0.00
Medium	Mitchell, Alice	Z - SWIMMING POOL			2/5/2016		
Health/Safety	z-pool	Pool	184	8/5/2015 5:18:54 PM	2/5/2016		
please drain pool. Some ducks died in it. Don't know if wild animals removed the carcasses or not approximately 8 baby duck carcasses maybe in stagnant mosquito, dragonfly infested water. Time Available: any							
amankwa mckinzie							

70680	Work In	Compton Center		8/5/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Plumbing	main/w	Restroom (Men)	233	8/5/2015 5:27:57 PM	1/7/2016		
please repair the toilet in the men's restroom it has had a bag on it for awhile. Also please repair a leaky urinal in the same location Time Available: any							
amankwa mckinzie							

70681	Closed Work	Compton Center		8/5/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S			2/9/2016		
Health/Safety	general locker	Locker Room	188	8/5/2015 5:48:34 PM	2/9/2016		
Please provide equipment to maintenance personnel to power wash all locker rooms in the men's areas also the women's area will be put on a separate work order. All lockers should be emptied as they are for day use only, notifications posted and all lockers emptied of contents, trash removed, etc. all drains should be cleared as big cockroaches are coming through them nightly. Time Available: partial closure							
amankwa mckinzie							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70744	Closed Work	Compton Center		8/10/2015			\$0.00
Medium	Florimon, Andy	E - Classrooms			2/9/2016		
Moving		Classroom	183	8/10/2015 9:46:02 AM	2/9/2016		
<p>please have someone move a desk and chair in these area for the fall, y-82, E-20, MS-108 and VT-209. THANK YOU.</p>							

70747	Work In	Compton Center		8/10/2015			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police					
Glass Windo w Repairs	Sgt	Office	228	8/10/2015 10:31:42 AM	8/11/2015		
<p>please replace broken windows on the offices occupied by Sgt. Jackson/Zuniga. Windows broken by rocks propelled from blowers and/or trimming devices on campus.</p>							

Lt. Box Time Available: 8:00AM

Ramund Box

70760	Closed Work	Compton Center		8/10/2015			\$0.00
Medium	Mitchell, Alice				2/10/2016		
Key and Lock	EOPS		184	8/10/2015 1:50:10 PM	2/10/2016		
<p>EOPS Director C. Aldrich request a key to F-12 for staff visits. EOPS Staff are accessing F-12 for meetings and other group sessions until further notice.</p>							

Lt. Box Time Available: 8:00AM

Ramund Box

70763	Closed Work	Compton Center		8/10/2015			\$0.00
High	Mitchell, Alice	Voc-Tech			8/13/2015		
Pest Control Indoors	1st floor	Break Room	3	8/10/2015 4:00:19 PM	8/13/2015		
<p>please send someone over to the VT building to set trap for mice, thank you.</p>							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70777	Closed Work	Compton Center		8/11/2015			\$0.00
High	Mitchell, Alice	V - FINANCIAL AID			8/13/2015		
Pest Control Indoors	E-12	Office	2	8/11/2015 10:48:22 AM	8/13/2015		
please have someone come over to spray our office, thank you.							

70810	Work In	Compton Center		8/12/2015			\$0.00
Medium	Mitchell, Alice	Math Science					
Health/Safety	Math	Stairway	226	8/12/2015 1:27:47 PM	8/17/2015		
The stairs on the Math Science Bldg and LRC/SSC need to have none-slip mats installed to prevent people from slipping when talking up or down the stairs. A student slipped when walking down the stairs in MS a few weeks ago.							

Please inspect stairs in both bldgs. ASAP.

Lt. Box Time Available: 8:00AM

Ramund Box

70820	Work In	Compton Center		8/12/2015			\$0.00
Medium	Harris, Milton	A-Administration					
Carpentry	DEAN OFFICE	Office	226	8/12/2015 3:33:14 PM	8/12/2015		
please have someone come and replace the ceiling tiles, in Dorothy Bush area, thank you.							

70836	Closed Work	Compton Center		8/13/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			11/16/2015		
Key and Lock	VT 137	Office	95	8/13/2015 9:45:36 AM	11/16/2015		
Lalo Mendoza needs keys for VT 137 and the back door key for VT #47465. Thanks. Time Available: 8-4:30							

lillie johnson

70837	Work In	Compton Center		8/13/2015			\$0.00
High	Florimon, Andy	C-Classrooms					
Electrical	BUSINESS	Office	225	8/13/2015 9:55:54 AM	8/13/2015		
please put in a light over my desk, Gloria Hughes desk. Thank you.							

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Requester Name							

70850	Work In	Compton Center		8/13/2015			\$0.00
High	Florimon, Andy	W - P. E. MEN'S					
Heating/Ventilation/Air Conditioning	ATHLETICS	Office	225	8/13/2015 3:22:57 PM	8/13/2015		
please have someone come to check on A/C in the athletic office, thank you.							

70857	Closed Work	Compton Center		8/13/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			8/19/2015		
Event Setup	lobby	Lobby	6	8/13/2015 5:32:29 PM	8/19/2015		
<p>8-19-15 NEW STUDENT WELCOME DAY 8-2pm</p> <p>1) Clean and restock restrooms in gym, 2) cover floor 3) set up stage (9x9) 4) set up podium, trellis, trees 5) Pull out North bleachers 6) set up 200 rented chairs 7) set up 6 rented tables in lobby with 2 chairs each **DIAGRAM TO FOLLOW VIA EMAIL</p> <p>Student Lounge:</p> <p>1) Clean and restock restrooms 2) set up podium/mic 3) set up 250 district chairs assembly style 4) drop down screen</p> <p>STAFF LOUNGE: 1) set up 100 rented chairs assembly style</p> <p>RESOURCE FAIR/FOOD COURT</p> <p>DIAGRAM TO FOLLOW VIA EMAIL:</p> <p>RESOURCE FAIR/FOOD COURT</p> <p>1) using rented chairs and 6' tables set up for resource fair 2) place all picnic tables and 30 District round tables with 6 chairs each as per Diagram 3) set up 4 rented tables on each side of DJ set up -as per diagram for food 4) provide 1 rented table for giveaways near the DJ</p> <p>SET UP IN GYM TO BE COMPLETED MONDAY - RESOURCE SET UP TO BE COMPLETED BY TUESDAY 3pm</p> <p>Note: rentals due in on Tuesday possible Monday</p> <p>****DIAGRAMS TO FOLLOW VIA EMAIL</p> <p>*subject to changes</p>							
Stella Luna							

70884	Closed Work	Compton Center		8/17/2015			\$0.00
Medium	Mitchell, Alice	C-Classrooms			8/19/2015		
Key and Lock	C-34	1st Floor	2	8/17/2015 9:13:18 AM	8/19/2015		
Please provide Felipe Lopez a key to the Bursar's Office dead bolt lock. Thank you. Time Available: 8:00 am							
Colleen Edwards							

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Description			Action Taken				
Requester Name							

70915	Work In	Compton Center		8/18/2015			\$0.00
Medium	Mitchell, Alice	U - E O P & S					
Custodial	womens	Locker Room	220	8/18/2015 12:31:47 PM	8/19/2015		
<p>Please clean the womens showers. Remove all mold where necessary. Why is this a work order? Some leaky areas need to be reviewed and dealt with, PLEASE! Review and deal with leaks as well. Time Available: Any</p> <p>amankwa mckinzie</p>							

70917	Closed Work	Compton Center		8/18/2015			\$0.00
Emergency	Mitchell, Alice	W - P. E. MEN'S			2/9/2016		
Custodial	showers/all (W)	Locker Room	175	8/18/2015 12:53:18 PM	2/9/2016		
<p>This is a mandatory follow up WO...please do whatever needs to be done to sanitize the showers and continue to remove the remaining mold, with proper equipment. Whatever is needed. I recommend closing the general shower to students and athletes, until deemed hygienically safe for use. Please provide maintenance staff with all necessary equipment or rent something please. There should be no trace of any type of mold. A request also made to replace fixtures. there will be continuous submittals unfortunately. Our students deserve the best facilities, even if old and outdated. They will not be hard to maintain if repaired properly. This is now listed as an emergency for services to have a priority, which makes no sense. Not happy. Shut down the showers, all of them. If someone gets sick or anything, we have a problem. This can be fixed. The mold that was removed, has already started to grow again. Area needs follow up with proper equipment or whatever necessary to complete full task, not partial. Time Available: now</p> <p>amankwa mckinzie</p>							

70918	Work In	Compton Center		8/18/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Plumbing	Showers,general	Locker Room	220	8/18/2015 12:58:29 PM	8/19/2015		
<p>Replace fixtures in the shower as requested. This is a top down request, apparently verbally initiated, needs follow up, please. I will have to submit this repeatedly. Please assist our students with the best environment. Please follow up with Dr. Curry, this is a directive response. Time Available: order equip</p> <p>amankwa mckinzie</p>							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70922	Work In	Compton Center		8/18/2015			\$0.00
Medium	Mitchell, Alice	R - BOOKSTORE					
Custodial	Student life	Office	220	8/18/2015 1:19:15 PM	8/19/2015		

Please establish with Eric Mendoza, for collaborative purposes, a time, a real time, daily, For trash pick up. All trash cans in the area should be emptied. Or get rid of all of the little cans and get a big one so there is only one can to remove or place outside. Or sit them all outside then they are already in place to go. If it is for the staff in the areas to remove trash cans, it needs to be campus wide involving all, and should be stated such. It is bigger than a problem right now, just offering easy solutions. Or during trash pick up from whatever entities, coordinate the cans to be outside for pick up or something. Once again this would have to be campus wide. These are only a few of many, many suggestions, I am no supervisor, nor is this an attempt to piss them off. This is a constant issue in areas of campus, something needs to be coordinated. For any questions, please see, Mr. Mendoza. Recommend this area (Student life) to have 2-35 gallon trash cans inside if not already, then remove all the tiny ones which have a limited space purpose. Then that leaves only 2 that need a daily dump. if personnel or staff are not available for the service please coordinate it with maintenance staff so we can reduce the complaints by 100% Remember please daily service required. Time Available: 24hrs

amankwa mckinzie

70946	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			8/25/2015		
Key and Lock		2nd Floor	6	8/19/2015 8:39:33 AM	8/25/2015		

LYMAN, INSLEY NEED KEY TO VT-212B, THANK YOU.

70947	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			8/25/2015		
Key and Lock		1st Floor	6	8/19/2015 8:44:19 AM	8/25/2015		

YARMOLI MURUGIAH NEED KEY TO VT-131, THANK YOU.

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
70949	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Harris, Milton	F - Classrooms			8/25/2015		
Key and Lock		1st Floor	6	8/19/2015 8:47:47 AM	8/25/2015		
AURORA CORTEZ-PEREZ NEED KEY TO F-41, THANK YOU.							
70950	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Harris, Milton	L - Industrial Education			8/25/2015		
Key and Lock	SSC-BUILDING	Entrance	6	8/19/2015 8:54:06 AM	8/25/2015		
SARAH LEINEN, SSC STAFF NEED KEY TO THE FRONT DOOR AND UPSTAIRS(AB1,AB2), THANK YOU.							
70951	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Harris, Milton	Math Science			8/25/2015		
Key and Lock	OFFICE	Classroom	6	8/19/2015 9:02:55 AM	8/25/2015		
MARSH, KATHERINE NEED KEYS TO THE CLASSROOM KEY #7,#11,#10 THANK YOU.							
70963	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Harris, Milton	D-Classrooms			8/25/2015		
Key and Lock		Classroom	6	8/19/2015 11:17:26 AM	8/25/2015		
DANIELA CAMPINS ART TEACHER IN THE D-42,E -35, RESTROOM KEY ON THE D-ROW. THANK YOU							
70964	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			8/25/2015		
Key and Lock		Classroom	6	8/19/2015 11:25:30 AM	8/25/2015		
GARY NARUSAWA AUTOMOTIVE TECH. NEED KEYS #112 GATE, RESTROOM, #111 CLASSROOM. THANK YOU.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

70971	Closed Work	Compton Center		8/19/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			8/21/2015		
Event Setup	student lounge	Lounge	2	8/19/2015 4:05:51 PM	8/21/2015		

8-21-15 FLEX DAY 8am - 5pm
 STUDENT LOUNGE:
 1) clean and restock restrooms 2) set up rented chairs SEMI CIRCLE (per Dr. Curry) 3) drop down screen 4) set up podium/mic with trellis and trees 5) set up 1 registration tables with 2 chairs at door entrance
 STAFF LOUNGE:
 1) clean lounge food to be served 2) set up 10 round tables with 7 chairs each 3) set up lined trash cans in lounge and patio
 PATIO
 1) wash down patio 2) set up all picnic tables inside patio 3) place lined trash cans 4) WASH DOWN PATIO TABLES NIGHT BEFORE (Thursday 8-20-15)
 SET UP TO BE COMPLETED THURSDAY EVENING

Stella Luna

71003	Closed Work	Compton Center		8/21/2015			\$0.00
Medium	Mitchell, Alice	Quad			8/25/2015		
Event Setup	student lounge	Breezeway	4	8/21/2015 10:38:45 AM	8/25/2015		

8-24-15 ASB - 1ST Day - HOT DOG GIVE AWAY 11 - 1pm
 1) set up student lounge for students (round tables, chairs) 2) clean and restock restrooms 3) set up 8 6' tables in front of student lounge windows 4 on each side for hot dog give away (under awning) **DO NOT USE BENT TABLES
 SET UP TO BE COMPLETE BY 9 AM 8-24-15

Stella Luna

71043	Closed Work	Compton Center		8/24/2015			\$0.00
High	stuart, roger	Staff Lounge			8/25/2015		
Heating/Ventilation /Air Conditioning	STUDENT LIFE	Office	1	8/24/2015 9:42:24 AM	8/25/2015		

the A/C is not working please have someone come out to check it, thank you.

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71060	Closed Work	Compton Center		8/24/2015			\$0.00
High	Harris, Milton	A-Administration			8/25/2015		
Doors and Hardware		Entrance	1	8/24/2015 1:39:19 PM	8/25/2015		
<p>please have someone come check out the entrance door by the mail room the crews are coming out of the door, fix it ASAP. THANK YOU.</p>							

71061	Closed Work	Compton Center		8/24/2015			\$0.00
High	Anaya, Homero	Voc-Tech			8/25/2015		
Moving	AUTO SHOP	Yard	1	8/24/2015 1:43:33 PM	8/25/2015		
<p>please put a dumper back there, thank you.</p>							

71065	Closed Work	Compton Center		8/24/2015			\$0.00
Medium	Harris, Milton	X - GYM			9/24/2015		
Key and Lock		Entrance	31	8/24/2015 2:44:23 PM	9/24/2015		
<p>BRITTNEY BLANKENSHIP NEED A KEY TO THE GYM, KRYSTI ROSARIO NEED A KEY TO THE GYM ALSO, THANK YOU.</p>							

71150	Closed Work	Compton Center		8/26/2015			\$0.00
High	stuart, roger	G - Classrooms			2/5/2016		
Plumbing	women staff	Restroom (Women)	163	8/26/2015 11:36:11 AM	2/5/2016		
<p>please have someone come over to unstop our toilet, thank you.</p>							

71152	Closed Work	Compton Center		8/26/2015			\$0.00
High	Mitchell, Alice	Voc-Tech			10/9/2015		
Pest Control Indoors	VT-154	Office	44	8/26/2015 11:41:11 AM	10/9/2015		
<p>please spray for roaches in VT-154, THANK YOU.</p>							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71182	Closed Work	Compton Center		8/27/2015			\$0.00
High	Harris, Milton	F - Classrooms			9/24/2015		
Doors and Hardware	F-41	Office	28	8/27/2015 8:34:00 AM	9/24/2015		
please have someone come over to look at the door and fix it, thank you.							

71218	Closed Work	Compton Center		8/27/2015			\$0.00
Medium	Mitchell, Alice	Quad			9/3/2015		
Event Setup	Student lounge	Breezeway	7	8/27/2015 4:29:40 PM	9/3/2015		
9-2-15 FALL KICKOFF 11 am-2pm 1) clean and restock restrooms 2) set up 11 6' tables and 10 rented tables with 2 chairs each 3) set up 12 round tables with 6 chairs each SET UP PER DIAGRAM -sent via email Stella Luna							

71220	Closed Work	Compton Center		8/27/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			9/4/2015		
Event Setup	Staff lounge	Lounge	8	8/27/2015 4:34:07 PM	9/4/2015		
9-3-15 ASB - INTER-CLUB COUNCIL 12-1 1) clean lounge 2) setup 8 -6' tables to form closed square need seating for 25 SET UP NIGHT BEFORE Stella Luna							

71264	Closed Work	Compton Center		8/31/2015			\$0.00
Medium	Mitchell, Alice	E - Classrooms			10/9/2015		
Pest Control	E 31	Classroom	39	8/31/2015 2:07:34 PM	10/9/2015		
There is a very strong and pungent skunk odor that is making some faculty ill. Please do something to eliminate the odor Time Available: Any Rodney Murray							

71389	Closed Work	Compton Center		9/3/2015			\$0.00
Medium	Harris, Milton	A-Administration			2/5/2016		
Key and Lock	staff women	Restroom (Women)	155	9/3/2015 9:50:56 AM	2/5/2016		
need a new key for the women restroom broken key, thank you.							

Work Order Summary List 032516(1)

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71390	Closed Work	Compton Center		9/3/2015			\$0.00
High	Murry, Jessie	C-Classrooms			9/18/2015		
Grounds	C-32,C-29A,B	Office	15	9/3/2015 10:04:41 AM	9/18/2015		

please come over to C-29A,C-29B,C-32 to spray for ants and the mailroom. Thank you.

71394	Closed Work	Compton Center		9/3/2015			\$0.00
High	stuart, roger	Voc-Tech			2/5/2016		
Plumbing	2nd floor	Restroom (Women)	155	9/3/2015 10:54:57 AM	2/5/2016		

the restroom is flood on the second floor, please have someone come to fix this. THANK YOU.

71395	Closed Work	Compton Center		9/3/2015			\$0.00
High	stuart, roger	F - Classrooms			9/18/2015		
Heating/Ventilation /Air Conditioning	F-24	Classroom	15	9/3/2015 10:59:54 AM	9/18/2015		

please have someone come over to look at our air cond., thank you.

71421	Closed Work	Compton Center		9/4/2015			\$0.00
Medium	Harris, Milton	D-Classrooms			10/9/2015		
Key and Lock		Restroom (Women)	35	9/4/2015 8:18:27 AM	10/9/2015		

RIO MEDINA AND TOSIN WILLIAMS NEED A KEY TO THE D-ROW STAFF RESTROOM, THANK YOU.

71423	Closed Work	Compton Center		9/4/2015			\$0.00
Medium	Harris, Milton	D-Classrooms			11/16/2015		
Key and Lock		Restroom (Women)	73	9/4/2015 8:26:43 AM	11/16/2015		

BREEANNA BOND NEED A KEY TO STAFF WOMEN RESTROOM IN THE D-ROW, THANK YOU.

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71431	Closed Work	Compton Center		9/4/2015			\$0.00
High	Florimon, Andy	E - Classrooms			2/5/2016		
Custodial	E-56,E-40	Classroom	154	9/4/2015 10:32:25 AM	2/5/2016		

please have someone clean these room E-56,E-40.
We need it for to night we are having family night.
Thank you.

71438	Closed Work	Compton Center		9/4/2015			\$0.00
Medium	Harris, Milton	D-Classrooms			11/16/2015		
Key and Lock	STAFF	Restroom (Women)	73	9/4/2015 2:42:33 PM	11/16/2015		

NELLY ALVARADO NEED A KEY TO THE STAFF WOMEN RESTROOM, THANK YOU.

71439	Closed Work	Compton Center		9/4/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			11/16/2015		
Key and Lock	VT-128	Classroom	73	9/4/2015 2:46:17 PM	11/16/2015		

OZO NWABUZOR NEED A KEY TO VT-128, THANK YOU.

71485	Closed Work	Compton Center		9/8/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			9/8/2015		
Event Setup	Stadium	Athletic Field		9/7/2015 10:01:48 PM	9/8/2015		

9-8-15 RIBBON CUTTING CEREMONY-STADIUM
1-3PM
1) Collect total of 6 canopies from the Fin. Aid office/Transfer Ctr. Note: 5 tables to be disbursed as noted: 2) set up 4 canopies and place 100 chairs under facing the stadium from inside the gated yard next to the bleachers 3) set up 1 canopy with table facing guests 4) set up 1 canopy (location TBD for DJ + 1 table & 1 chair) 5) KEEP ALL GATES LOCKED FOR RIBBON CUTTING 6) Concession stand will be used for serving of refreshments 7) set up 2 tables (no chair) in open space next to concession door 8) have ladder available (for picture taking)
SET UP TO BE COMPLETE ON TUESDAY 9-8-15 BY 11 AM
Stella Luna

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71489	Closed Work	Compton Center		9/8/2015			\$0.00
High	Mitchell, Alice	P - Allied Health			10/16/2015		
Pest Control		Yard	38	9/8/2015 8:36:15 AM	10/16/2015		
please have someone come over to get the bee in our area, thank you.							

71543	Closed Work	Compton Center		9/9/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			9/14/2015		
Event Setup	Stadium	Athletic Field	5	9/9/2015 5:09:51 PM	9/14/2015		
9-12-15 FOOTBALL GAME 1st 6-10pm (Dr. Curry-special guests) 1) clean restock restrooms 2) clean concession stand open gate windows 3) provide lined trash cans throughout areas 4) pick up on Friday 2 canopies and set up on Saturday 9-12-15 by 10 am at the end of goal post North end covering area with carpet first (Linda/ Dr. Curry walk thru) 5) set up 5 rented "cocktail" tables with 20 chairs under canopies 6) assign 2 monitors for event Stella Luna							

71560	Closed Work	Compton Center		9/10/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			9/14/2015		
Event Setup	student lounge	Lounge	4	9/10/2015 2:32:44 PM	9/14/2015		
9-12-15 UPWARD BOUND Parent Orientation/ 8am - 1pm 1) clean and restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 4 6' tables across folding doors -DO NOT USE BENT TABLES 4) set up 2 round tables without chairs 1 in corner next to subway shack and 1 on corner next to audio room -- these tables will be used for beverages 5) set up podium/mic table at one side with trellis and trees 6) provide lined trash cans 6) drop down screen SET UP TO BE COMPLETED BY FRIDAY 4PM FOR DECORATING Thank you Stella Luna							

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Description			Action Taken				
Requester Name							

71658	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Harris, Milton	X - GYM			9/23/2015		
Key and Lock		Athletic Field	8	9/15/2015 9:42:12 AM	9/23/2015		
LYDIA AYALA, MERCEDES LUNA, JUAN DIAZ, DAVE BERCK, DR. PHILLIP HUMPRHEYS NEED A KEY TO THE STADIUM PADLOCKS. THANK YOU.							

71659	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Harris, Milton	X - GYM			9/24/2015		
Key and Lock	ATHLETICS	Office	9	9/15/2015 9:48:39 AM	9/24/2015		
AMANDA EVANS NEED A KEY TO THE ATHLETICS FRONT DOOR, THANK YOU.							

71660	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Harris, Milton	X - GYM			9/24/2015		
Key and Lock		Office	9	9/15/2015 9:53:27 AM	9/24/2015		
JOSE GRACIA NEED A KEY TO THE WEIGHT ROOM, THANK YOU.							

71662	Work In	Compton Center		9/15/2015			\$0.00
Medium	Harris, Milton	X - GYM			9/15/2015		
Key and Lock		Entrance	192	9/15/2015 9:57:30 AM	9/15/2015		
KEITH HIGGINS NEED A KEY TO THE GYM LOBBY ENTRANCE, GYM RESTROOMS, THANK YOU.							

71665	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Harris, Milton	X - GYM			9/24/2015		
Key and Lock		Office	9	9/15/2015 10:04:05 AM	9/24/2015		
ART HOOMIRATANA NEED KEYS TO THE ATHLETICS FRONT DOOR, FOOTBALL OFFICE, GYM, WEIGHT ROOM, STAFF RESTROOM IN ATHLETICS AREA, THANK YOU.							

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Description			Action Taken				
Requester Name							

71667	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Harris, Milton	X - GYM			9/24/2015		
Key and Lock	ATHLETICS	Office	9	9/15/2015 10:20:59 AM	9/24/2015		
BRITTNEY BLANKENSHIP NEED KEYS TO ATHLETICS FRONT DOOR,GYM BASKETS, GYM BALL CAGES (PADLOCKS),WEIGHT ROOM,OFFICE "E", STAFF RESTROOM, DUMBBELL RACK IN THE WEIGHT ROOM, THANK YOU.							

71669	Closed Work	Compton Center		9/15/2015			\$0.00
High	Harris, Milton	C-Classrooms			9/16/2015		
Pest Control Indoors	C-32	Office	1	9/15/2015 10:28:47 AM	9/16/2015		
please spray for ants today thank you.							

71674	Work In	Compton Center		9/15/2015			\$0.00
High	Florimon, Andy	R - BOOKSTORE					
Electrical	R-61	Office	192	9/15/2015 11:00:21 AM	9/15/2015		
please have someone come over to put in some light in our area, thank you.							

71688	Work In	Compton Center		9/15/2015			\$0.00
High	Florimon, Andy	D-Classrooms					
Electrical	D-27	Conference Room	192	9/15/2015 1:49:38 PM	9/15/2015		
please have someone come over to fix our lights in the orientation room has a flickering light, thank you.							

71695	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			9/18/2015		
Event Setup	Patio	Yard	3	9/15/2015 4:12:34 PM	9/18/2015		

9-16-15 Independence Day Celebration "A TASTE OF LATIN AMERICA"
 1) set up 100 chairs in patio for AZTEC DANCERS show place chairs facing West leaving open space for dancers inside patio (see James Rogers) 2) set up 6 ea 6' tables for food give away inside the student lounge place tables in front of the trellis between restrooms
 SET UP TO BE COMPLETED BY 10:30 AM DAY OF

Stella Luna

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Description			Action Taken				
Requester Name							

71696	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			9/18/2015		
Event Setup	staff lounge	Lounge	3	9/15/2015 4:23:10 PM	9/18/2015		
<p>9-18-15 ACCREDITATION CO-CHAIRS MEETING (Dr. Curry) 8am -2pm 1) clean/sweep/mop floors of lounge 2) place lined trash cans in room 3) set up 10 round tables with 7 chairs each 4) set up 1 registration table ***SET UP MUST BE COMPLETE NIGHT BEFORE BY 5PM Thank you Stella Luna</p>							

71697	Closed Work	Compton Center		9/15/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			9/30/2015		
Event Setup	staff lounge	Lounge	15	9/15/2015 4:37:41 PM	10/16/2015		
<p>9-29-15 ACCREDITATION Team Writing Workshop (Dr. Curry) 1 -3pm 1) clean/sweep/mop floors of lounge 2) place lined trash cans in room 3) set up 8 round tables with 7 chairs each 4) set up 1 registration table ***SET UP MUST BE COMPLETE NIGHT BEFORE Thank you Stella Luna</p>							

71728	Closed Work	Compton Center		9/16/2015			\$0.00
High	Harris, Milton	L - Industrial Education			12/7/2015		
Key and Lock	SSC BUILDING	Entrance	82	9/16/2015 2:45:18 PM	12/7/2015		
<p>please have someone come over to check out the handicap doors on the west side and the south side of the SSC BUILDING. THANK YOU</p>							

71732	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			9/28/2015		
Event Setup	staff lounge	Lounge	12	9/16/2015 3:06:40 PM	9/28/2015		
<p>Sept. 23, 2015 AB540 DREAMERS ALLIANCE CLUB 12:30-1:30pm 1) clean lounge 2) set up 4 6' tables in "box" style with 10 chairs on the outside SET UP TO BE COMPLETE NIGHT BEFORE Stella Luna</p>							

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Description			Action Taken				
Requester Name							

71734	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			10/9/2015		
Event Setup	staff lounge	Lounge	23	9/16/2015 3:07:24 PM	10/9/2015		
<p>Oct. 7, 21, 2015 AB540 DREAMERS ALLIANCE CLUB 12:30-1:30pm 1) clean lounge 2) set up 4 6' tables in "box" style with 10 chairs on the outside SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

71735	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			1/8/2016		
Event Setup	staff lounge	Lounge	114	9/16/2015 3:07:56 PM	1/8/2016		
<p>Nov. 4, 18, 2015 AB540 DREAMERS ALLIANCE CLUB 12:30-1:30pm 1) clean lounge 2) set up 4 6' tables in "box" style with 10 chairs on the outside SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

71737	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			12/7/2015		
Event Setup	staff lounge	Lounge	82	9/16/2015 3:08:33 PM	12/7/2015		
<p>Dec. 2, 9, 2015 AB540 DREAMERS ALLIANCE CLUB 12:30-1:30 1) clean lounge 2) set up 4 6' tables in "box" style with 10 chairs on the outside SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

71738	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			10/16/2015		
Event Setup	staff lounge	Lounge	30	9/16/2015 3:14:17 PM	10/16/2015		
<p>Oct.16.15 ACCREDITATION CO-CHAIRS MTG. 8am-1pm 1) clean lounge 2) set up 8 round tables with 7 chairs ea 3) set up registration table 4) placed lined trash cans SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71739	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			10/21/2015		
Event Setup	staff lounge	Lounge	35	9/16/2015 3:16:55 PM	10/21/2015		
<p>Oct.21.15 SOUTH COAST CONFERENCE MTG. 9am-12pm (Dr. Curry) 1) clean lounge 2) set up 6' tables in closed box to seat 30 3) set up registration table 4) placed lined trash cans SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

71740	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			10/21/2015		
Event Setup	student lounge	Lounge	35	9/16/2015 3:21:07 PM	10/21/2015		
<p>Oct.21.15 SOUTH COAST CONFERENCE MTG. 9am-12pm (Dr. Curry) 1) clean lounge and restock restrooms 2) set up 150 chairs assembly style 3) set up registration table 4) set up 2 tables in carpet area for refreshments 5) placed lined trash cans 6) set up podium/mic set a table next to podium SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

71741	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/16/2015		
Event Setup	staff lounge	Lounge	61	9/16/2015 3:28:30 PM	11/16/2015		
<p>Nov. 13, 2015 ACCREDITATION CO-CHAIR MTG. (Dr. Curry) 1) clean lounge 2) set up 10 round tables 7 chairs each 3) set up registration table at door 4) place lined trash cans in area SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

71742	Closed Work	Compton Center		9/16/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			1/8/2016		
Event Setup	staff lounge	Lounge	114	9/16/2015 3:30:17 PM	1/8/2016		
<p>Dec. 1, 2015 FACULTY LUNCHEON-HUMANITIES 12:30-2:30pm 1) clean lounge 2) set up 6 round tables 7 chairs each 3) set up registration table at door 4) place lined trash cans in area SET UP TO BE COMPLETE NIGHT BEFORE</p> <p>Stella Luna</p>							

Work Order Summary List 032516(1)

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71789	Closed Work	Compton Center		9/18/2015			\$0.00
Medium	stuart, roger	M- Industrial Education			9/22/2015		
Glass Window Repairs	NURSING	Office	4	9/18/2015 1:30:57 PM	9/22/2015		
please have someone come over and check out the window its leaking when it rain, thank you.							

71800	Closed Work	Compton Center		9/18/2015			\$0.00
Medium	Mitchell, Alice	Quad			9/22/2015		
Event Setup	student lounge	Breezeway	4	9/18/2015 2:59:06 PM	9/22/2015		
9-21-15 SOUTHWEST VOTER REGISTRATION 9am - 9pm 1) set up 1 table with 2 chairs outside of student lounge Stella Luna							

71834	Closed Work	Compton Center		9/21/2015			\$0.00
Medium	stuart, roger	F - Classrooms			2/10/2016		
Moving	F-10	Office	142	9/21/2015 4:12:24 PM	2/10/2016		
please have someone come to FROSTER CARE BUILDING in the F-ROW to move a TV out and one to other office, thank you.							

71850	Closed Work	Compton Center		9/22/2015			\$0.00
Medium	Harris, Milton	T - CHILD DEV			9/23/2015		
Doors and Hardware		Entrance	1	9/22/2015 10:36:32 AM	9/23/2015		
please have someone come over to check on our doors, thank you.							

71851	Closed Work	Compton Center		9/22/2015			\$0.00
Medium	Harris, Milton	D-Classrooms			9/23/2015		
Carpentry	D-41	Classroom	1	9/22/2015 10:53:02 AM	9/23/2015		
please fix the wheels on the easels, thank you.							

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Description			Action Taken				
Requester Name							

71859	Closed Work	Compton Center		9/22/2015			\$0.00
Medium	Harris, Milton	L - Industrial Education			11/13/2015		
Carpentry	SSC-BUILDING	Entrance	52	9/22/2015 1:27:54 PM	11/13/2015		

please have someone come over to fix the door in room 101,126,127,128,131,134,201,202,203,212,213 the doors separating at the top. THANK YOU.

71860	Closed Work	Compton Center		9/22/2015			\$0.00
Medium	Harris, Milton	L - Industrial Education			11/13/2015		
Carpentry	SSC-BUILDING	Entrance	52	9/22/2015 1:33:04 PM	11/13/2015		

please fix the door in RM-105 it need to shaved on the bottom, thank you.

71861	Closed Work	Compton Center		9/22/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			9/24/2015		
Event Setup	student lounge	Lounge	2	9/22/2015 2:15:22 PM	9/24/2015		

9-23-15 LATINO HERITAGE MONTH-SALSA DAY
12-1:30 PM
1) Clean and restock restrooms 2) remove all round tables from lounge (carpet area included) 3) set up 5 6' tables on carpet area for food distribution 4) set up 50 chairs assembly style
SET UP TO BE COMPLETE NIGHT BEFORE 9-22-15

Stella Luna

71862	Closed Work	Compton Center		9/22/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			10/9/2015		
Event Setup	student lounge	Lounge	17	9/22/2015 2:31:15 PM	10/9/2015		

10-8-15 Latino Heritage Month-S.T.E.M. Faculty
12:30-1:30 pm
1) Clean and restock restrooms 2) remove all round tables from lounge (carpet area included) 3) set up 2 6' tables on carpet area for food distribution 4) set up podium/mic with 1 6' table next to podium 5) set up 250 chairs assembly style 6) drop down screen
SET UP TO BE COMPLETE NIGHT BEFORE 9-22-15

Stella Luna

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71864	Closed Work	Compton Center		9/22/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			10/9/2015		
Event Setup	studentlounge	Lounge	17	9/22/2015 2:33:11 PM	10/9/2015		
10-8-15 Latino Heritage Month-S.T.E.M. Faculty 12:30-1:30 pm							
1) Clean and restock restrooms 2) remove all round tables from lounge (carpet area included) 3) set up 6 - 6' tables on carpet area for food distribution 5) set up 75 chairs assembly style 6) drop down screen SET UP TO BE COMPLETE NIGHT BEFORE							
Stella Luna							

71909	Closed Work	Compton Center		9/23/2015			\$0.00
Medium	Harris, Milton	F - Classrooms			9/23/2015		
Key and Lock	F-12A	Classroom		9/23/2015 2:23:31 PM	9/23/2015		
JUDY CROZIER NEED A KEY TO F-12A, THANK YOU.							

71943	Closed Work	Compton Center		9/25/2015			\$0.00
Medium	stuart, roger	D-Classrooms			2/5/2016		
Moving	D-29	Office	133	9/25/2015 8:35:56 AM	2/5/2016		
please have someone come over to D-29 to move a file cabinet from one place to another, thank you.							

71981	Closed Work	Compton Center		9/28/2015			\$0.00
Medium	Mitchell, Alice	Math Science			10/9/2015		
Pest Control Indoors	MS-231	Classroom	11	9/28/2015 9:07:25 AM	10/9/2015		
please have someone come over here to spray for ants, thank you.							

71982	Closed Work	Compton Center		9/28/2015			\$0.00
Medium	Harris, Milton	Math Science			11/13/2015		
Carpentry	MS-228	Hallway/Corridor	46	9/28/2015 9:11:30 AM	11/13/2015		
the tile ceiling fell, its in the hallway need to be pick-up and replaced, thank you.							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

71985	Work In	Compton Center		9/28/2015			\$0.00
Medium	Anaya, Homero	Student Lounge					
Painting		Entrance	179	9/28/2015 9:18:11 AM	9/28/2015		
please have someone paint in front of the student lounge(the side panels). Thank you.							

72039	Closed Work	Compton Center		9/29/2015			\$0.00
High	stuart, roger	Transfer Center			2/5/2016		
Plumbing	D-27	Office	129	9/29/2015 3:25:48 PM	2/5/2016		
please have someone come over to look at the leak in our building, that is D-27. Thank you.							

72068	Closed Work	Compton Center		9/30/2015			\$0.00
High	Mitchell, Alice	Staff Lounge			10/9/2015		
Pest Control Indoors		Kitchen	9	9/30/2015 10:50:06 AM	10/9/2015		
please spray the staff lounge for ants, thank you.							

72140	Closed Work	Compton Center		10/2/2015			\$0.00
High	Harris, Milton	C-Classrooms			10/2/2015		
Carpentry	H R BUILDING-	Office		10/2/2015 10:37:54 AM	10/2/2015		
please have someone put some molding on the wall in HR area to protect the chairs in her area, thank you.							

72148	Closed Work	Compton Center		10/2/2015			\$0.00
Medium	Turano, Debbie	Student Lounge			10/5/2015		
Event Setup	student lounge	Lounge	3	10/2/2015 1:36:04 PM	10/5/2015		

10-3-15 MOVIE NIGHT-PRE SCREENING 6-9PM
 1) clean and restock restrooms 2) set up 100 chairs assembly style 3) set up 2 6' tables front of folding doors 4) drop down screen
 SET UP TO BE DONE FRIDAY 10-2-15
 Thank you
 Stella Luna

Work Order Summary List 032516(1)

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

72154	Closed Work	Compton Center		10/2/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			10/9/2015		
Event Setup	Gym	Lobby	7	10/2/2015 3:08:59 PM	10/9/2015		

Oct. 8, 2015 COLLEGE & CAREER FAIR 10am - 5pm
 1) clean and restock restrooms 2) cover entire gym floor 3) set up rental tables/chairs as per diagram- PLEASE SET TABLES UP BY 3's leaving gap for vendors (only 80 will go on gym floor) 4) set up 5 or 6 trellis and trees for "dining area" per diagram 5) set up 5 round tables in dining area 6) bleachers are not to be pulled out 7) set up 5 6' tables in lobby with 2 chairs each 8) set up 2 6' tables for DJ booth on South side near bleachers (per diagram) 9) set up 3 6' tables against North bleachers (as per diagram) 10) at 1 pm removal of designated tables to be done before night session begins @ 2pm.
 SET UP TO BE COMPLETE NIGHT BEFORE (10-7-15 AFTER 4:30 PM per AD)
 ***SET UP MUST BE BROKEN DOWN ON 10-8-15 AFTER EVENT FOR EARLY CLASS ON 10-9-15
 *diagram to follow via email

Stella Luna

72162	Closed Work	Compton Center		10/3/2015			\$0.00
Medium	Mitchell, Alice	Math Science			2/8/2016		
Key and Lock	Math	Stairway	128	10/3/2015 2:40:38 AM	2/8/2016		

The north doors of the MS Bldg. needs to be inspected. The lock is not engaging or it is stripped causing the lock to remain in the unsecured position. This bldg. cannot be secured. The west doors also need to be inspected and an handle needs to be added to the exterior portion of the west doors. This will prevent broken keys or other possible injuries due to not being able to pull the door from the outside.

Lt. Box Time Available: 8:00AM

Ramund Box

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

72163	Closed Work	Compton Center		10/3/2015			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police			11/16/2015		
Key and Lock	Math	Exit Door	44	10/3/2015 2:46:48 AM	11/16/2015		

The lock on the back door of the police station needs to be replaced. The lock is no longer working and seems to be very weak and fragile. The north doors need to be stabilized to prevent breaches and easy access when the station is not occupied. These requests are critical and should be assigned to the locksmith without delay.

Lt. Box Time Available: 8:00AM

Ramund Box

72167	Closed Work	Compton Center		10/5/2015			\$0.00
Medium	Harris, Milton	Math Science			2/8/2016		
Carpentry	EXIT DOORS	Entrance	126	10/5/2015 9:18:56 AM	2/8/2016		

PLEASE HAVE SOMEONE COME OVER TO CHECK OUT THE DOORS, THANK YOU.

72191	Void	Compton Center		10/5/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			10/6/2015		
Key and Lock	ROOM	Office	1	10/5/2015 3:52:34 PM	10/6/2015		

PAM RICHARDSON THE WELDING INSTRUCTOR AND EDMOND CAMPBELL THE TOOL ROOM ATTENDANT NEED KEY -78, 82. THANK YOU.

72205	Closed Work	Compton Center		10/6/2015			\$0.00
Medium	Anaya, Homero	C-Classrooms			12/15/2015		
Painting	H.R.-C-38	Office	70	10/6/2015 10:36:54 AM	12/15/2015		

please have someone come and paint the wall and the molding on the wall in C-38, THANK YOU.

72206	Closed Work	Compton Center		10/6/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			10/22/2015		
Key and Lock	WELDING	Office	16	10/6/2015 10:42:45 AM	10/22/2015		

PAM RICHARDSON NEED KEY VT-159 THE WELDING INSTRUCTOR, THANK YOU.

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

72207	Closed Work	Compton Center		10/6/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			10/22/2015		
Key and Lock	WELDING	Office	16	10/6/2015 10:50:08 AM	10/22/2015		
EDMOND CAMPBELL NEED KEYS -78,82 THE TOOL ROOM ATTENDANT, THANK YOU.							

72248	Closed Work	Compton Center		10/7/2015			\$0.00
High	Mitchell, Alice	W - P. E. MEN'S			10/7/2015		
Pest Control Indoors	GYM AREA	Office		10/7/2015 9:38:53 AM	10/7/2015		
please have someone come out to set traps for the Gym area all over all the offices, thank you.							

72260	Closed Work	Compton Center		10/7/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			10/9/2015		
Event Setup	studentlounge	Lounge	2	10/7/2015 12:42:18 PM	10/9/2015		
10-8-15 HEALTH FAIR EXPO 10am - 1pm 1) clean and restock restrooms 2) set up rented chairs and tables in the lounge PER DIAGRAM SENT VIA EMAIL ***SET UP TO BE DONE NIGHT BEFORE 10-7-15 AFTER 8:30 PM							

Stella Luna

72312	Closed Work	Compton Center		10/8/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S			2/9/2016		
Custodial	Athletic Training	Office	124	10/8/2015 5:57:22 PM	2/9/2016		

The floor in the athletic training room has not been scrubbed in over four years, creating a sanitation problem. On top of regular maintenance, such as mopping), we need the floor to be scrubbed to lift some of the dirt out of the pores in the floor. Time Available: After 7 PM during the week

David Berck

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Description			Action Taken				
Requester Name							

72313	Work In	Compton Center		10/8/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Doors and Hardware	Auxiliary Locker	Dressing Room	169	10/8/2015 6:00:32 PM	10/9/2015		
<p>the shower area in the laundry/auxiliary locker room in currently being used for storage purposes, but students are being allowed to use the locker room to store items and get dressed. We need two barriers/doors installed to restrict access to the shower area in order to prevent theft. Time Available: open</p> <p>David Berck</p>							

72323	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Harris, Milton	Y - MUSIC BLDG.			11/16/2015		
Key and Lock	Y-99,VT-137	Classroom	38	10/9/2015 10:48:54 AM	11/16/2015		
<p>LALO MENDOZA NEED KEYS TO Y-99,VT-137, TAHNK YOU.</p>							

72329	Closed Work	Compton Center		10/9/2015			\$0.00
High	stuart, roger	U - E O P & S			2/9/2016		
Electrical		Computer Lab	123	10/9/2015 11:36:24 AM	2/9/2016		
<p>please have someone come and repair our electrical outlet in EOP&S, and cover it please. THANK YOU.</p>							

72331	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			10/16/2015		
Event Setup	student lounge	Lounge	7	10/9/2015 12:00:20 PM	10/16/2015		
<p>10-15-15 ASB-LATIN COOK-OFF 1-2pm 1) clean and restock restrooms 2) set up 75 chairs 2) set up 3 tables in front facing audience 3) set up podium/mic 4) remove all round tables from carpet area PLEASE HAVE SET UP COMPLETE NIGHT BEFORE FOR EARLY DECORATING</p> <p>Stella Luna</p>							

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Requester Name							

72332	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			10/12/2015		
Event Setup	staff lounge	Lounge	3	10/9/2015 12:04:40 PM	10/12/2015		
10-10-15 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72333	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/2/2015		
Event Setup	staff lounge	Lounge	24	10/9/2015 12:05:12 PM	11/2/2015		
10-17-15 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72334	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/16/2015		
Event Setup	staff lounge	Lounge	38	10/9/2015 12:05:58 PM	11/16/2015		
11-14-15 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72335	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/30/2015		
Event Setup	staff lounge	Lounge	52	10/9/2015 12:08:52 PM	11/30/2015		
11-21-15 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

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Requester Name							

72336	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			12/7/2015		
Event Setup	staff lounge	Lounge	59	10/9/2015 12:09:36 PM	12/7/2015		
12-5-15 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72337	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			12/15/2015		
Event Setup	staff lounge	Lounge	67	10/9/2015 12:10:07 PM	12/15/2015		
12-12-15 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72338	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			2/5/2016		
Event Setup	staff lounge	Lounge	119	10/9/2015 12:11:12 PM	2/5/2016		
1-23-16 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72339	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			2/2/2016		
Event Setup	staff lounge	Lounge	116	10/9/2015 12:11:35 PM	2/2/2016		
1-30-16 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

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Description			Action Taken				
Requester Name							

72340	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			2/23/2016		
Event Setup	staff lounge	Lounge	137	10/9/2015 12:12:17 PM	2/23/2016		
2-20-16 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72341	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			3/1/2016		
Event Setup	staff lounge	Lounge	144	10/9/2015 12:13:03 PM	3/1/2016		
2-27-16 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72342	Work In	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	staff lounge	Lounge	168	10/9/2015 12:13:26 PM	10/9/2015		
3-5-16 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72343	Work In	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	staff lounge	Lounge	168	10/9/2015 12:13:55 PM	10/9/2015		
4-23-16 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

72344	Work In	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	staff lounge	Lounge	168	10/9/2015 12:14:14 PM	10/9/2015		
4-30-16 UPWARD BOUND 8am-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs each							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72346	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			10/16/2015		
Event Setup	staff lounge	Lounge	7	10/9/2015 12:42:03 PM	10/16/2015		
10-13-15 COMPTON EARLY COLLEGE VISIST 11:30-12:30 1) clean lounge 2) set up 10 round tables with 8 chairs each (Per Ms. B. Perez will use existing Upward bound set up)							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72347	Closed Work	Compton Center		10/9/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			3/16/2016		
Event Setup	staff lounge	Lounge	159	10/9/2015 2:37:24 PM	3/16/2016		
3-12, 2016 UPWARD BOUND ACADEMY 8-1pm 1) clean lounge 2) set up 10 round tables with 8 chairs							
PLEASE HAVE SET UP COMPLETE NIGHT BEFORE							
Stella Luna							

72399	Closed Work	Compton Center		10/13/2015			\$0.00
High	Harris, Milton	B-Library			2/5/2016		
Doors and Hardware	SSC BUILDING	1st Floor	115	10/13/2015 9:21:54 AM	2/5/2016		
please have someone come over to fix the lock on the door, thank you.							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

72400	Closed Work	Compton Center		10/13/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			10/28/2015		
Pest Control Indoors	RM-214A	Dressing Room	15	10/13/2015 9:26:11 AM	10/28/2015		
please have someone come over to spray for ants, thank you.							

72459	Closed Work	Compton Center		10/14/2015			\$0.00
Medium	Harris, Milton	U - E O P & S			2/5/2016		
Carpentry		Office	114	10/14/2015 9:08:25 AM	2/5/2016		
please have someone come and put a bullet board in my office, thank you.							

72460	Closed Work	Compton Center		10/14/2015			\$0.00
Medium	stuart, roger	F - Classrooms			2/5/2016		
Heating/Ventilation /Air Conditioning	F12A-B ROOM	Classroom	114	10/14/2015 9:12:45 AM	2/5/2016		
can you please send someone over to check out our AC, thank you.							

72462	Closed Work	Compton Center		10/14/2015			\$0.00
High	stuart, roger	Transfer Center			2/5/2016		
Heating/Ventilation /Air Conditioning	D-27	Office	114	10/14/2015 9:39:21 AM	2/5/2016		
please send someone over to check on our AC it is leaking, thank you.							

72491	Closed Work	Compton Center		10/14/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/2/2015		
Event Setup	student lounge	Lounge	19	10/14/2015 4:54:53 PM	11/2/2015		
10-23-15 CALWORKS/EOPS/CARE MINI CONFERENCE 1-3pm 1) clean restock restrooms 2) set up 17 rounds tables with 7 chairs each 3) set up podium/mic 4) set up 3-6' tables for refreshments SET UP TO BE COMPLETE NIGHT BEFORE Stella Luna							

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Description			Action Taken				
Requester Name							

72515	Closed Work	Compton Center		10/15/2015			\$0.00
Medium	Turano, Debbie	Student Lounge			10/16/2015		
Pick Up	studentlounge	Lounge	1	10/15/2015 12:23:50	10/16/2015		
<p>10-16-15 OSHA 10 TRAINING 8AM - 2PM 1) clean and restock restrooms 2) set up 10 round tables with 7 chairs each 3) set up 4-6' tables in front of folding doors for buffett 4) set up podium/mic 5) drop down screen SET UP TO BE COMPLETED TONIGHT FOR 7AM DECORATING</p>							
Stella Luna							

72571	Closed Work	Compton Center		10/19/2015			\$0.00
Medium	Harris, Milton	T - CHILD DEV			1/21/2016		
Doors and Hardware		Entrance	94	10/19/2015 8:25:58 AM	1/21/2016		
<p>please have someone come over to check on the doors, the one on eastside also. Thank you.</p>							
Alice Mitchell							

72578	Closed Work	Compton Center		10/19/2015			\$0.00
Medium	stuart, roger	Math Science			11/13/2015		
Moving		2nd Floor	25	10/19/2015 10:11:51	11/13/2015		
<p>please have someone come over to remove this big yellow cabinet from room MS-229, it is outside of my office. Thank you.</p>							

72580	Closed Work	Compton Center		10/19/2015			\$0.00
High	Harris, Milton	L - Industrial Education			11/16/2015		
Key and Lock	SSC	Classroom	28	10/19/2015 10:47:23	11/16/2015		
<p>CROZIER, JUDY NEED KEY TO F-12A, HERNANDEZ, MARINA NEED KEYS TO SSC-108, 110, MATTHEW, JULIA NEEDS TO MS-206, GREEN-GRIFFIN, ANTOINETTE NEED KEYS TO FRONT DOOR, RM-207, RM-202. THANK YOU.</p>							

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Description			Action Taken				
Requester Name							

72581	Closed Work	Compton Center		10/19/2015			\$0.00
Medium	Harris, Milton	A-Administration			2/5/2016		
Key and Lock	RECORDS	Office	109	10/19/2015 10:54:41	2/5/2016		
PLEASE SEND SOMEONE OVER WITH A REPLACEMENT KEY FOR THE DESK IN THE RECORDS OFFICE, THANK YOU.							

72595	Work In	Compton Center		10/19/2015			\$0.00
High	Harris, Milton	T - CHILD DEV					
Doors and Hardware	EXIT DOOR	Entrance	158	10/19/2015 2:21:33 PM	10/19/2015		
please have someone come over to fix our doors, the front door and the back door in the old CCD building, thank you.							

72648	Closed Work	Compton Center		10/20/2015			\$0.00
High	Harris, Milton	D-Classrooms			10/21/2015		
Doors and Hardware	D-33	Classroom	1	10/20/2015 1:15:48 PM	10/21/2015		
PLEASE CHECK THE DOOR ON THE D-ROW 33, IT NEED TO BE FIXED. THANK YOU.							

72651	Closed Work	Compton Center		10/20/2015			\$0.00
High	Florimon, Andy	A-Administration			2/5/2016		
Custodial		Board/Conference	108	10/20/2015 2:08:06 PM	2/5/2016		
please have someone set the board room up for a BOARD MEETING AT 4:00 P.M. to day.							

72675	Closed Work	Compton Center		10/21/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			11/16/2015		
Carpentry	Math	Exit Door	26	10/21/2015 11:18:46	11/16/2015		
The south/west door to the weight room needs a door handle. This door uses an X-11 key for access but the staff members have to pry the door open with their hand from the outside. If the door slams before it opens they will get a hand injury.							

Lt. Box Time Available: 8:00AM

Ramund Box

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Description			Action Taken				
Requester Name							

72694	Closed Work	Compton Center		10/21/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			10/23/2015		
Event Setup	staff lounge	Lounge	2	10/21/2015 4:00:54 PM	10/23/2015		
10-23-15 OSHA TRAINING 7am- 2pm 1) clean/sweep/mop lounge 2) set up 10 round tables with 7 chairs each 3) leave space for power point 4) place 2 lined trash cans in lounge 5) set up 1 6' table for registration SET UP MUST BE SET UP NIGHT BEFORE FOR EARLY AM MEETING Thank you Stella Luna							

72738	Closed Work	Compton Center		10/23/2015			\$0.00
High	Anaya, Homero	L - Industrial Education			2/5/2016		
Graffiti	SSC BUILDING	Learning Resource	105	10/23/2015 9:44:05 AM	2/5/2016		
please remove the graffiti by the new SSC CENTER, THANK YOU.							

72777	Closed Work	Compton Center		10/24/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/3/2015		
Event Setup	staff lounge	Lounge	10	10/24/2015 1:41:23 PM	11/3/2015		
10-29-15 FYE PUMPKIN FEST 12-2:30 PM 1) clean lounge 2) set up 50 chairs assembly style 3) set up 8 6' tables (group to arrange) SET UP TO BE COMPLETED BY 10:30 morning of Stella Luna							

72778	Closed Work	Compton Center		10/24/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/12/2015		
Event Setup	student lounge	Lounge	19	10/24/2015 1:44:23 PM	11/12/2015		
11-10-15 CAMPUS WIDE MEETING (Dr. Curry) 1-2pm 1) clean restock restrooms in lounge 2) set up 100 chairs assembly style 3) set up 1 6' tables at door entrance 4) set up mic/podium/trellis/trees SET UP TO BE COMPLETED NIGHT BEFORE Stella Luna							

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Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

72788	Closed Work	Compton Center		10/26/2015			\$0.00
High	Anaya, Homero	D-Classrooms			2/5/2016		
Graffiti		Restroom (Men)	102	10/26/2015 9:54:22 AM	2/5/2016		
please remove the graffiti in the D-row men restroom, thank you.							

72789	Closed Work	Compton Center		10/26/2015			\$0.00
Medium	Harris, Milton	J - Maintenance			2/10/2016		
Carpentry		Yard	107	10/26/2015 10:10:09	2/10/2016		
please cut some plywood for a sign for Academic Senate sign, thank you.							

72791	Closed Work	Compton Center		10/26/2015			\$0.00
High	Harris, Milton	T - CHILD DEV			2/5/2016		
Doors and Hardware		Exit Door	102	10/26/2015 10:14:38	2/5/2016		
please repair the lock on the old CDC Building, thank you.							

72793	Closed Work	Compton Center		10/26/2015			\$0.00
Medium	Harris, Milton	T - CHILD DEV			10/28/2015		
Doors and Hardware	NEWCDC	Exit Door	2	10/26/2015 10:20:35	10/28/2015		
please repair the hardware in the NEWCHILD CARE CENTER,(panic door), thank you.							

72794	Closed Work	Compton Center		10/26/2015			\$0.00
Medium	Harris, Milton	D-Classrooms			10/28/2015		
Doors and Hardware		Classroom	2	10/26/2015 10:25:36	10/28/2015		
please repair the door on D-34, THANK YOU.							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

72798	Closed Work	Compton Center		10/26/2015			\$0.00
Medium	Harris, Milton	A-Administration			2/5/2016		
Doors and Hardware		Office	102	10/26/2015 1:16:55 PM	2/5/2016		
please come to the counselor office of Ms. Threadgill to fix my window the lock is not working, thank you.							

72801	Work In	Compton Center		10/26/2015			\$0.00
Medium	Florimon, Andy	E - Classrooms					
Custodial	E-31	Office	151	10/26/2015 2:20:14 PM	10/26/2015		
please clean these offices in the E-31 area all four of them, thank you.							

72802	Closed Work	Compton Center		10/26/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/30/2015		
Event Setup	student lounge	Lounge	35	10/26/2015 3:55:57 PM	11/30/2015		
11-21-15 Kingdom Culture Worship Center Meeting 5-6pm 1) clean and restock restroom 2) drop down screen 3) empty trash, vacuum carpet 4) leave student tables set up COMPLETE ON FRIDAY NIGHT 11-20-15 Stella Luna							

72803	Closed Work	Compton Center		10/26/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			1/8/2016		
Event Setup	student lounge	Lounge	74	10/26/2015 3:56:34 PM	1/8/2016		
12-19-15 Kingdom Culture Worship Center Meeting 5-6pm 1) clean and restock restroom 2) drop down screen 3) empty trash, vacuum carpet 4) leave student tables set up COMPLETE ON FRIDAY NIGHT 11-20-15 Stella Luna							

72816	Closed Work	Compton Center		10/27/2015			\$0.00
High	Harris, Milton	D-Classrooms			10/28/2015		
Doors and Hardware		Classroom	1	10/27/2015 9:10:03 AM	10/28/2015		
please repair the door D-35, it for safety condition. Thank you.							

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Description			Action Taken				
Requester Name							

72825	Work In	Compton Center		10/27/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Carpentry	Athletic Training	Office	150	10/27/2015 12:29:00	10/27/2015		
<p>2nd request - Can we please have a shelf installed along the northern wall in the athletic training room. It was never replaced when we were moved back to the present location. Time Available: any</p> <p>David Berck</p>							

72862	Closed Work	Compton Center		10/29/2015			\$0.00
High	stuart, roger	Math Science			12/15/2015		
Moving		Classroom	47	10/29/2015 8:11:43 AM	12/15/2015		
<p>please have someone come over to move a desk from MS-202 to D-39 , thank you.</p>							

72863	Closed Work	Compton Center		10/29/2015			\$0.00
High	Mitchell, Alice	U - E O P & S			12/15/2015		
Pest Control		1st Floor	47	10/29/2015 8:16:01 AM	12/15/2015		
<p>there is a bee hive by the window on the outside please remove, thank you.</p>							

72883	Work In	Compton Center		10/29/2015			\$0.00
Medium	stuart, roger	Q - CAFETERIA					
Plumbing		Kitchen	148	10/29/2015 1:22:54 PM	10/29/2015		
<p>the sink is leaking please fix please, and paint the wall in the kitchen. Thank you.</p>							

72896	Closed Work	Compton Center		10/30/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/12/2015		
Event Setup	staff lounge	Lounge	13	10/30/2015 2:00:37 AM	11/12/2015		
<p>11-6-15 STAFF MEETING-SHATEO G. 1:30-3:30 1) clean lounge 2) set up 10 round tables with 7 chairs each 3) set up 1 registration table 4) place 2 lined trash cans COMPLETE SET UP NIGHT BEFORE FOR EARLY AM DECORATING</p> <p>Stella Luna</p>							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
72897	Closed Work	Compton Center		10/30/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/12/2015		
Event Setup	staff lounge	Lounge	13	10/30/2015 2:05:56 AM	11/12/2015		
11-12-15 STUDENT EQUITY-MALE SPEAKER 12:30-3pm 1) clean lounge 2) set up 70 chairs assemblystyle 3) set up podium/mic 4) set up 1 registration table at door COMPLETE SET UP NIGHT BEFORE Stella Luna							
72898	Closed Work	Compton Center		10/30/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/18/2015		
Event Setup	student lounge	Lounge	19	10/30/2015 2:07:39 AM	11/18/2015		
11-17-15 STUDENT EQUITY-MALE SPEAKER 2-3pm 1) clean lounge 2) set up 70 chairs assemblystyle 3) set up podium/mic 4) set up 1 registration table at door 5) drop down screen COMPLETE SET UP NIGHT BEFORE Stella Luna							
72899	Closed Work	Compton Center		10/30/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/30/2015		
Event Setup	staff lounge	Lounge	31	10/30/2015 2:09:18 AM	11/30/2015		
11-20-15 STUDENT EQUITY-MALE SPEAKER 11am-2pm 1) clean lounge 2) set up 70 chairs assemblystyle 3) set up podium/mic 4) set up 1 registration table at door with 1 chair COMPLETE SET UP NIGHT BEFORE Stella Luna							
72900	Closed Work	Compton Center		10/30/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/25/2015		
Event Setup	student	Lounge	26	10/30/2015 2:20:57 AM	11/25/2015		
11-23-14 FYE MALE COHORT-Pre Thanksgiving Luncheon 12-3pm 1) clean and restock restrooms 2) set up 9 round tables with 7 chairs each 3) set up mic/podium/trellis trees 4) set up 1 registration table at door w/1 chair 5) set up 4 6' tables in front of folding doors 6) drop down screen COMPLETE SET UP NIGHT BEFORE Stella Luna							

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72917	Work In	Compton Center		10/30/2015			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Plumbing	Athletic Training	Office	147	10/30/2015 4:47:27 PM	11/2/2015		
<p>The elbow on our water spigot that we use to fill water coolers on the west wall next to the ice machine is very loose and is beginning to leak. We are concerned that it will soon completely disengage from the faucet. We need this operable so that we can fill water coolers for all of our student-athletes. Can someone please come fix this and, perhaps, add a filtration system? Time Available: 9 AM to 7 PM</p> <p>David Berck</p>							

72925	Closed Work	Compton Center		11/2/2015			\$0.00
Medium	Harris, Milton	J - Maintenance			11/3/2015		
Carpentry		Office	1	11/2/2015 9:27:51 AM	11/3/2015		
<p>please have someone put up bulletin board in my office Alice Hawkins on my wall, thank you.</p>							

72936	Closed Work	Compton Center		11/2/2015			\$0.00
Medium	Mitchell, Alice	B-Library			2/5/2016		
Custodial	B Row next to	Restroom (Women)	95	11/2/2015 12:37:37 PM	2/5/2016		
<p>URGENT/ASAP The restrooms on B-Row has not been cleaned in 3 weeks. Could we please get someone to clean, mop, empty the trash can, clean the toilets, and restock the restroom. We would greatly appreciate it. Time Available: Now</p> <p>Colleen Edwards</p>							

72939	Closed Work	Compton Center		11/2/2015			\$0.00
Medium	Harris, Milton	F - Classrooms			1/13/2016		
Doors and Hardware		Classroom	72	11/2/2015 1:13:36 PM	1/13/2016		
<p>please fix the door hinges on the F-row, F-33. Thank you.</p>							

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Description			Action Taken				
Requester Name							

72974	Closed Work	Compton Center		11/3/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/5/2015		
Event Setup	studentlounge	Lounge	2	11/3/2015 3:17:20 PM	11/5/2015		
11-4-15 FINACIAL AID SCHOLARSHIP/LITERACY 10-2PM 1) Clean and restock restrooms 2) set up 1 6' table with 2 chairs at door for registration 3) set up podium/mic with 2 tables 6 chairs at one side for panel 4) drop down screen 5) set up 3 round tables in front of folding doors (no chairs) 6) set up 7 6' tables and 3 round tables with 2 chairs each on carpet area if additional space needed place tables in front of front lounge window near the trophy case (diagram to follow) 7) set up max chairs assembly style SET UP TONIGHT FOR EARLY DECORATING BY FIN AID AT 7 AM Stella Luna							

72975	Closed Work	Compton Center		11/3/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/18/2015		
Event Setup	staff lounge	Lounge	15	11/3/2015 3:43:26 PM	11/18/2015		
11-6-15 1:30-3:30 Staff Meeting 1) clean lounge 2) set up 10 round tables with 7 chairs each 3) 1 table at door for registration SET UP TONIGHT FOR EARLY 8am Stella Luna							

72979	Closed Work	Compton Center		11/3/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			11/12/2015		
Event Setup	gym/lobby/weigh	Lobby	9	11/3/2015 4:57:04 PM	11/12/2015		
11-7-15 TOMMY THE CLOWN DANCE SHOW 6-10pm 1) clean and restock restrooms 2) cover gym floor 3) pull out bleachers North/South 4) set up 5 tables in lobby for concessions/ticket sales 8 chairs (group to place where needed) 5) set up 2 tables on the West end of the weight room to be used for artists 6) all remaining chairs available place around "dance ring" as shown on diagram NOTE: Stella to physically show where "ring" will be set up SET UP REQUESTED TO BE COMPLETED AFTER BASKETBALL GAME FOR GROUP SOUND CHECK/DECORATING ETC Stella Luna							

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Requester Name							

72987	Work In	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Math Science					
Doors and Hardware	MS-108	Classroom	142	11/4/2015 9:03:26 AM	11/5/2015		
<p>The fixture holding up the projector screen is broken and the screen is crooked and sagging. Time Available: now</p> <p>Brenda Velis</p>							

72988	Closed Work	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Math Science			1/13/2016		
Doors and Hardware	MS-108	Classroom	70	11/4/2015 9:05:51 AM	1/13/2016		
<p>One of the paper towel dispensers came off the wall. Time Available: 11/4/15</p> <p>Brenda Velis</p>							

72989	Closed Work	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Math Science			1/13/2016		
Doors and Hardware	MS-110	Classroom	70	11/4/2015 9:07:03 AM	1/13/2016		
<p>One of the paper towel dispensers came off the wall in MS-110. Time Available: 11/4/15</p> <p>Brenda Velis</p>							

72990	Work In	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Math Science					
Lighting (Indoor)	MS-104	Laboratory	142	11/4/2015 9:09:20 AM	11/5/2015		
<p>One of the lighting panels is dis connected and on the floor. The other one is hanging from the ceiling, but neither are connected and the lights in the room do no work. Time Available: 11/4/15</p> <p>Brenda Velis</p>							

73006	Closed Work	Compton Center		11/4/2015			\$0.00
High	Harris, Milton	Transfer Center			2/3/2016		
Key and Lock	D-27	Office	91	11/4/2015 11:12:27 AM	2/3/2016		
<p>please have someone come over the counseling storage room in the administration building, to break a lock on cabinet. Thank you.</p>							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

73030	Closed Work	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			11/12/2015		
Event Setup	Atrium	Atrium	8	11/4/2015 2:35:44 PM	11/12/2015		
11-6-15 FORKLIFT TRAINING 9am-2pm 1) clean/restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 4 6' tables for food on the South side door against wall (side closer to police bungalow) 4) set up 1 registration table with 2 chairs at each door 5) set up podium/mic on West wall leaving space for power point set up SET UP MUST BE COMPLETED THURSDAY NIGHT FOR EARLY DECORATING/FOOD SET UP Thank you Stella Luna							

73031	Closed Work	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			11/12/2015		
Event Setup	Atrium	Atrium	8	11/4/2015 2:38:16 PM	11/12/2015		
11-13-15 OSHA 30 TRAINING 8am - 2pm 1) clean/restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 4 6' tables for food on the South side door against wall (side closer to police bungalow) 4) set up 1 registration table with 2 chairs at each door 5) set up podium/mic on West wall leaving space for power point set up 6) place 20 additional chairs to one side SET UP MUST BE COMPLETED THURSDAY NIGHT FOR EARLY DECORATING/FOOD SET UP Thank you Stella Luna							

73032	Closed Work	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			11/25/2015		
Event Setup	Atrium	Atrium	21	11/4/2015 2:38:44 PM	11/25/2015		
11-20-15 OSHA 30 TRAINING 8am - 2pm 1) clean/restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 4 6' tables for food on the South side door against wall (side closer to police bungalow) 4) set up 1 registration table with 2 chairs at each door 5) set up podium/mic on West wall leaving space for power point set up 6) place 20 additional chairs to one side SET UP MUST BE COMPLETED THURSDAY NIGHT FOR EARLY DECORATING/FOOD SET UP Thank you Stella Luna							

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Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
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Description			Action Taken				
Requester Name							

73033	Closed Work	Compton Center		11/4/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			12/7/2015		
Event Setup	Atrium	Atrium	33	11/4/2015 2:39:08 PM	12/7/2015		
<p>12-04-15 OSHA 30 TRAINING 8am - 2pm 1) clean/restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 4 6' tables for food on the South side door against wall (side closer to police bungalow) 4) set up 1 registration table with 2 chairs at each door 5) set up podium/mic on West wall leaving space for power point set up 6) place 20 additional chairs to one side SET UP MUST BE COMPLETED THURSDAY NIGHT FOR EARLY DECORATING/FOOD SET UP Thank you Stella Luna</p>							

73058	Closed Work	Compton Center		11/5/2015			\$0.00
High	Florimon, Andy	Transfer Center			12/7/2015		
Custodial	D-27	Hallway/Corridor	32	11/5/2015 1:44:20 PM	12/7/2015		
<p>please pick-up the trash outside our office, thank you.</p>							

73059	Closed Work	Compton Center		11/5/2015			\$0.00
Medium	Florimon, Andy	Voc-Tech			2/9/2016		
Custodial	VT-154	Office	96	11/5/2015 1:52:19 PM	2/9/2016		
<p>please clean Ms. Jennell Allen office, the carpet need to be clean. Thank you.</p>							

73060	Closed Work	Compton Center		11/5/2015			\$0.00
Medium	Harris, Milton	F - Classrooms			2/3/2016		
Key and Lock		Office	90	11/5/2015 1:58:47 PM	2/3/2016		
<p>ELIZABETH MARTINEZ NEED KEY TO F-19,F-10. THANK YOU.</p>							

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Description			Action Taken				
Requester Name							

73069	Closed Work	Compton Center		11/5/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/12/2015		
Event Setup	studentlounge	Lounge	7	11/5/2015 6:20:40 PM	11/12/2015		
11-12-15 HBCU REGIONAL TRANSFER FAIR 10 am -2pm 1) clean and restock restrooms 2) set up podium/mic 3) using trellis and trees form a "dining" area (as per diagram) place 1 round table with 8 chairs) place 2 6' tables inside area **Group has ordered 100 chairs/20 tables to supplement --4) use district/rented chairs for set up (Note: 2nd event being held in staff lounge) SET UP AS PER DIAGRAM SENT VIA EMAIL Stella Luna							

73111	Closed Work	Compton Center		11/9/2015			\$0.00
Medium	Harris, Milton	E - Classrooms			11/16/2015		
Key and Lock		Classroom	7	11/9/2015 3:47:06 PM	11/16/2015		
JASMINE PHILLIPS NEED KEYS TO THE BOTTOM LOCK FOR E-18, THOMAS DeHARDT NEED TO F-11, CLASSROOM ON THE F-ROW, #13, LALO MENDOZA NEED KEYS TO Y-99, MS-105, J. PHILLIPS NEED KEY TO E-19 ALSO. THANK YOU.							

73153	Closed Work	Compton Center		11/12/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/18/2015		
Event Setup	staff lounge	Lounge	6	11/12/2015 5:15:37 PM	11/18/2015		
11-17-15 TASTE OF THANKSGIVING 12:30-2:30 pm 1) clean/mop/lounge 2) set up 10 round tables with 8 chairs each 3) set up podium 4) place lined trash cans in lounge COMPLETE SET UP NIGHT BEFORE (11-16-15) FOR EARLY DECORATING Thank you Stella Luna							

73156	Closed Work	Compton Center		11/13/2015			\$0.00
High	Florimon, Andy	R - BOOKSTORE			2/10/2016		
Electrical		Entrance	89	11/13/2015 8:19:17 AM	2/10/2016		
please have someone put a light blub in the light fixture in front of the bookstore door, thank you.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

73194	Closed Work	Compton Center		11/16/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/18/2015		
Event Setup	studentlounge	Lounge	2	11/16/2015 11:32:27	11/18/2015		
11-16-15 SOUTH COAST CONFERENCE SOCCER 6-9pm 1) clean and restock restrooms 2) set up tables as per DIAGRAM (sent via email) chairs for 40 guests PLEASE SET UP BETWEEN 1:30-2PM TODAY (Director will lock down lounge)							
Stella Luna							

73195	Closed Work	Compton Center		11/16/2015		0.4	\$8.24
Medium	Turano, Carl	Voc-Tech			11/20/2015		
Delivery	Office	Office	4	11/16/2015 11:54:22	11/20/2015		
Please pick up CTEA Student Surveys in Voc Tech building at the Compton Center and deliver to Espie Corrado.							
Contact Nicole Gordon, (310)-900-1600 x2787. Time Available: Now							
Esperanza Corrado							

73197	Closed Work	Compton Center		11/16/2015			\$0.00
Medium	Harris, Milton	L - Industrial Education			2/10/2016		
Carpentry	SSC BUILDING	Conference Room	86	11/16/2015 1:47:10 PM	2/10/2016		
please have someone come over to the NEW SSC BUILDING to hang a white board cabinet in our conference room, thank you.							

73254	Closed Work	Compton Center		11/18/2015			\$0.00
Medium	stuart, roger	Q - CAFETERIA			11/30/2015		
		Kitchen	12	11/18/2015 11:10:54	11/30/2015		
please have someone come down here to put a lock back on our refreeze,							

73257	Closed Work	Compton Center		11/18/2015			\$0.00
Medium	Mitchell, Alice	C-Classrooms			12/7/2015		
Utilities	C-34	1st Floor	19	11/18/2015 11:49:00	12/7/2015		
Open blind at the top of the ceiling. Time Available: ASAP							
Colleen Edwards							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

73309	Closed Work	Compton Center		11/22/2015			\$0.00
Medium	Mitchell, Alice				11/25/2015		
Event Setup	MLB Softball	Athletic Field	3	11/22/2015 8:55:57 PM	11/25/2015		
11-24-14 TURKEY GIVEAWAY 10-2pm 1) set up daybefore (11-23-15) 1) 7 folding tables on the MLB Soft Ball Field with 2 chairs each (see Reuben James for location and time) NOTE: TO BE LABELED AND USED FOR DISTRICT'S VARIOUS DEPARTMENTS Stella Luna							

73310	Closed Work	Compton Center		11/23/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			11/30/2015		
Event Setup	Student/staff	Lounge	7	11/22/2015 9:14:13 PM	11/30/2015		
11-26-15 MOZEL SANDERS THANKSGIVING DINNER 10am-2pm- Student Lounge: 1) clean lounge and restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 4 ea. 6' tables on the carpet for buffet 4) set up podium/microphone 5) place 1 table next to podium w/out chair 5) provide lined trash cans STAFF LOUNGE: 1) clean lounge 2) remove all round tables 3) set up ALL AVAILABLE 6' TABLES (including borrowed tables from Athletics Mac/Mr. Mendoza) 4) set up 10 folding chairs against wall 5) place 4-5 lined trash cans (please leave roll of liners under counter to use as needed) Group will arrange tables. SET UPS MUST BE COMPLETED ON TUESDAY NIGHT 11-24-15 FOR DECORATING PURPOSES Stella Luna							

73343	Closed Work	Compton Center		11/24/2015			\$0.00
Medium	Harris, Milton	Transfer Center			12/7/2015		
Key and Lock	D-27	Office	13	11/24/2015 1:03:35 PM	12/7/2015		
DR. NELLY ALVARADO NEED THE KEYS TO ELIZABETH'S OFFICE WILL SHE OUT, KEY# 29B,A3114-D1664 KEYS FOR TRANSFER CENTER. THANK YOU.							

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

73401	Closed Work	Compton Center		11/30/2015			\$0.00
High	Anaya, Homero	X - GYM			12/7/2015		
Painting		Restroom (Women)	7	11/30/2015 11:04:57	12/7/2015		
<p>please have someone remove the graffiti form the men and women restroom under the stadium, paint the restrooms also. Thank you.</p>							

73402	Closed Work	Compton Center		11/30/2015			\$0.00
Medium	Harris, Milton	Voc-Tech			12/7/2015		
Key and Lock		Break Room	7	11/30/2015 11:16:03	12/7/2015		
<p>CONSUELO MORALES NEED KEYS TO VT-109,FRONT GLASS ALSO SIDE DOOR,VT-220,VT-BREAKROOM. THANK YOU.</p>							

73404	Closed Work	Compton Center		11/30/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			11/30/2015		
Event Setup	staff lounge	Lounge		11/30/2015 11:53:15	11/30/2015		
<p>11-30-15 EOPS/CARE FORUM 1-2pm 1) clean lounge 2) set up 5 round tables with 8 chairs each PLEASE COMPLETE SET UP BY 12:15 TODAY Stella Luna</p>							

73423	Closed Work	Compton Center		11/30/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			12/7/2015		
Event Setup	staff lounge	Lounge	7	11/30/2015 5:25:46 PM	12/7/2015		
<p>12-3-15 STUDY JAMS 12-2 & 4-7PM 1) clean lounge 2) set up 5 round tables with 7 chairs Stella Luna</p>							

73424	Closed Work	Compton Center		11/30/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			12/7/2015		
Event Setup	student lounge	Lounge	7	11/30/2015 5:26:33 PM	12/7/2015		
<p>12-4,7,8-15 STUDY JAMS 12-2 & 4-7PM 1) clean lounge 2) set up 5 round tables with 7 chairs Stella Luna</p>							

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Description			Action Taken				
Requester Name							

73425	Closed Work	Compton Center		11/30/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			12/7/2015		
Event Setup	studentlounge	Lounge	7	11/30/2015 5:32:23 PM	12/7/2015		
12-3-15 FYE HOLIDAY SOCIAL							
1) clean lounge restock restrooms 2) set up 25 round tables with 7 chairs 3) set up 2 tables at door entrance 4) set up 6 ea 6' tables in front of folding doors 5) set up podium/mic 6) drop down screen SET UP MUST BE COMPLETED NIGHT BEFORE ON WED 12-2-15							
Stella Luna							

73444	Closed Work	Compton Center		12/1/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			12/7/2015		
Event Setup	studentlounge	Lounge	6	12/1/2015 1:35:12 PM	12/7/2015		
12-2-15 ASB,EOPS CHRISTMAS EVENT 12-3pm							
1) clean and restock restrooms 2) set up stage with podium w/microphone to one corner 3) set up 20 tables 7 chairs each 4) set up 5-6' tables in front of folding doors--(if possible place buffet tables on carpet)							
PLEASE SET UP AS EARLY AS POSSIBLE ON TUESDAY -DEPARTMENTS NEED TO DECORATE							
****PLEASE LEAVE THIS SET UP THROUGH 12-11-15							
stella luna							

73457	Closed Work	Compton Center		12/1/2015			\$0.00
High	stuart, roger	Y - MUSIC BLDG.			12/7/2015		
Plumbing		1st Floor	6	12/1/2015 4:29:50 PM	12/7/2015		
please have someone come over to the Y-AREA to fix the water line that break in that area. Thank you							

73532	Closed Work	Compton Center		12/3/2015			\$0.00
Medium	Mitchell, Alice	Math Science			12/21/2015		
Doors and Hardware	MS-108	Hallway/Corridor	18	12/3/2015 11:56:14 AM	12/21/2015		
The lock is loose on the hallway doors to MS-108. It is the door closest to the lobby. Time Available: 12/3/2015							
Brenda Velis							

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Description			Action Taken				
Requester Name							

73533	Closed Work	Compton Center		12/3/2015			\$0.00
Medium	Mitchell, Alice	Math Science			12/21/2015		
Doors and Hardware	Lobby	1st Floor	18	12/3/2015 11:58:12 AM	12/21/2015		
<p>There is a missing door handle on the north facing door of the main lobby of the math/science building (downstairs). Time Available: 12/3/2015</p> <p>Brenda Velis</p>							

73542	Closed Work	Compton Center		12/3/2015			\$0.00
Medium	Mitchell, Alice	Math Science			12/21/2015		
Key and Lock	Math Science	Exit Door	18	12/3/2015 6:13:47 PM	12/21/2015		
<p>double doors on the east entrance do not secure. Repair door locks or provide chains w/locks to secure doors. North double doors do not secure. Repair locks or provide chains w/locks to secure doors.</p>							

Breach of security.
 Lt. Box Time Available: 8:00AM
 Ramund Box

73543	Closed Work	Compton Center		12/3/2015			\$0.00
Medium	Mitchell, Alice	Voc-Tech			2/10/2016		
Key and Lock	Voc-Tech	Exit Door	69	12/3/2015 6:16:28 PM	2/10/2016		
<p>North entrance doors do not secure. Repair door locks or provide chains/w locks to lock door. west door needs handle on outside. Also check door locks because the door locks are starting to jam.</p> <p>This is a breach of security.</p>							

Lt. Box Time Available: 8:00AM
 Ramund Box

73565	Closed Work	Compton Center		12/7/2015			\$0.00
Medium	Harris, Milton	T - CHILD DEV			1/14/2016		
Doors and Hardware		Classroom	38	12/7/2015 9:34:19 AM	1/14/2016		
<p>please repair the door in room 125, in the CCD center. Thank you.</p>							

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Description			Action Taken				
Requester Name							

73566	Closed Work	Compton Center		12/7/2015			\$0.00
High	Anaya, Homero	J - Maintenance			2/5/2016		
Painting	THE BARN	Roof	60	12/7/2015 10:06:28 AM	2/5/2016		
please have someone paint the barn ASAP, THANK YOU.							

73616	Closed Work	Compton Center		12/8/2015			\$0.00
Medium	Mitchell, Alice	X - GYM			12/11/2015		
Event Setup	Gym/lobby	Lobby	3	12/8/2015 4:34:12 PM	12/11/2015		
12-10-15 NURSING PINNING CEREMONY 1-8pm 1) Clean and restock restrooms 2) cover entire gym floor 3) set up stage 4) hang back drops 5) set up 500 rented chairs PER DIAGRAM 6) set up 5 6' tables in lobby GYM WILL NOT BE AVAILABLE FOR SET UP UNTIL 6:30PM ON WEDNESDAY ***DIAGRAM SENT VIA EMAIL							

Stella Luna

73617	Closed Work	Compton Center		12/8/2015			\$0.00
Medium	Turano, Debbie	Voc-Tech			12/11/2015		
Event Setup	Atrium	Atrium	3	12/8/2015 4:59:07 PM	12/11/2015		
12-11-15 CPR TRAINING 8am - 2pm 1) clean/restock restrooms 2) set up 10 round tables with 8 chairs each 3) set up 4 6' tables for food on the South side door against wall (side closer to police bungalow) 4) set up 1 registration table with 2 chairs at each door 5) set up podium/mic on West wall leaving space for power point set up 6) place 20 additional chairs to one side SET UP MUST BE COMPLETED THURSDAY NIGHT FOR EARLY DECORATING/FOOD SET UP Thank you							

Stella Luna

73643	Closed Work	Compton Center		12/10/2015			\$0.00
Medium	Mitchell, Alice	Staff Lounge			12/15/2015		
Event Setup	staff lounge	Lounge	5	12/9/2015 10:14:11 PM	12/15/2015		
12-14-15 WOMEN SOCCER END OF SEASON 4:30pm-8pm 1) Clean and mop floor 2) set up 4 rounds tables w/6 chairs 3) place lined trash cans in lounge							

Stella Luna

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Description			Action Taken				
Requester Name							

73649	Closed Work	Compton Center		12/10/2015			\$0.00
High	Person, John	A-Administration			12/15/2015		
Custodial		Board/Conference	5	12/10/2015 9:24:35 AM	12/15/2015		
please have someone clean our carpet ASAP after 2:00p.m.,12/11/15							

73706	Closed Work	Compton Center		12/15/2015			\$0.00
High	Harris, Milton	Transfer Center			12/21/2015		
Health/Safety	Welcome Center	Classroom	6	12/15/2015 2:57:58 PM	12/21/2015		
please send someone over to take the light fixture down before it fall, thank you.							

73729	Closed Work	Compton Center		12/16/2015			\$0.00
Medium	Mitchell, Alice	A-Administration			1/13/2016		
Key and Lock	Admissions and		28	12/16/2015 4:16:41 PM	1/13/2016		
I have a new staff member starting Monday, January 4, 2016. Her name is Richelle Penalba, and she will need keys to the Admissions and Records Office and to the Administration Building. Time Available: Any time Richette Bell							

73732	Closed Work	Compton Center		12/17/2015			\$0.00
High	Mitchell, Alice	F - Classrooms			12/18/2015		
Pest Control Indoors	F-19	Meeting Room	1	12/17/2015 8:38:08 AM	12/18/2015		
please have someone come over to F-19 to set traps for the mice, thank you.							

73742	Closed Work	Compton Center		12/17/2015			\$0.00
Medium	Harris, Milton	Math Science			2/10/2016		
Doors and Hardware		Entrance	55	12/17/2015 4:10:59 PM	2/10/2016		
the door between MS-110 and MS-109 does lock, the lock on the eastern hallway door to MS-108 is coming loose, the hallway door to MS-128 doesn't close properly. Thank you							

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73743	Work In	Compton Center		12/17/2015			\$0.00
Medium	stuart, roger	Math Science					
Plumbing		Classroom	99	12/17/2015 4:19:21 PM	12/17/2015		

the faucet in MS-104 is not working, paper towel dispensers in MS-108 have not been remounted, one of the sinks in MS-128 is not working, please fix. Thank you.

73745	Closed Work	Compton Center		12/18/2015			\$0.00
Medium	stuart, roger	Math Science			2/9/2016		
Electrical		Classroom	53	12/18/2015 9:45:03 AM	2/9/2016		

the light panels in MS-104 have not been reinstalled, please fix. The lights in MS-105 have not been repaired.

73746	Work In	Compton Center		12/18/2015			\$0.00
Medium	stuart, roger	Math Science					
Heating/Ventilation /Air Conditioning		Classroom	98	12/18/2015 9:54:56 AM	12/18/2015		

the gas line in MS-107 on the back of the table has not been repaired, the fume hood in MS-109 is not operational, please fix. Thank you.

73749	Closed Work	Compton Center		12/18/2015			\$0.00
Medium	Mitchell, Alice	Student Lounge			1/7/2016		
Event Setup	student lounge	Lounge	20	12/18/2015 1:43:29 PM	1/7/2016		

12-22-15 MOZEL SANDERS APPRECIATION DINNER 6-8pm
 1) clean and restock restrooms 2) set up 10 round tables 7 chairs each 3) set up podium/mic 4) set up head table for 6
 5) set up 4 tables for buffet in front of the folding doors
 PLEASE DO NOT USE ANY BENT/BROKEN TABLES
 SET UP TO BE COMPLETED ON MONDAY 12-21-15 AFTERNOON FOR DECORATING PURPOSES
 Stella Luna

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Description			Action Taken				
Requester Name							

73771	Closed Work	Compton Center		12/21/2015			\$0.00
Medium	Harris, Milton	V - FINANCIAL AID			1/13/2016		
Key and Lock	restroom-women	Restroom (Men)	23	12/21/2015 4:05:44 PM	1/13/2016		
<p>please install new locks on the men and women restroom in the V-row put a sign on them that say vacant/in use. Thank you.</p>							

73772	Closed Work	Compton Center		12/21/2015			\$0.00
Medium	Harris, Milton	M- Industrial Education			1/13/2016		
Key and Lock	modular-#2	Office	23	12/21/2015 4:11:35 PM	1/13/2016		
<p>please install a new lock on #7 room, issue two set of keys. Thank you.</p>							

73773	Work In	Compton Center		12/22/2015			\$0.00
Medium	Harris, Milton	A-Administration					
Carpentry		Office	94	12/22/2015 8:35:16 AM	12/22/2015		
<p>please have someone come over to fix the tiles in our office, install some new one in the DEAN AREA, THANK YOU.</p>							

73776	Closed Work	Compton Center		12/22/2015			\$0.00
Medium	Harris, Milton	A-Administration			1/13/2016		
Doors and Hardware	COUNSELING	Office	22	12/22/2015 8:44:21 AM	1/13/2016		
<p>please fix the lock on the window in the counselor office, thank you.</p>							

73777	Closed Work	Compton Center		12/22/2015			\$0.00
Medium	Harris, Milton	E - Classrooms			1/13/2016		
Doors and Hardware	E-10	Classroom	22	12/22/2015 8:48:30 AM	1/13/2016		
<p>please send someone to E-10 to adjust the door not closing right, thank you.</p>							

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

73778	Closed Work	Compton Center		12/22/2015			\$0.00
Medium	Harris, Milton	Y - MUSIC BLDG.			1/13/2016		
Key and Lock		Restroom (Men)	22	12/22/2015 8:52:33 AM	1/13/2016		
please fix the lock on the men restroom in the Y-area, thank you.							

73779	Closed Work	Compton Center		12/22/2015			\$0.00
Medium	Harris, Milton	Y - MUSIC BLDG.			1/13/2016		
Key and Lock		Restroom (Women)	22	12/22/2015 8:57:15 AM	1/13/2016		
please check the lock on the women restroom in the Y-area, thank you.							

73780	Closed Work	Compton Center		12/22/2015			\$0.00
Medium	Harris, Milton	Y - MUSIC BLDG.			1/13/2016		
Key and Lock		Entrance	22	12/22/2015 9:02:53 AM	1/13/2016		
please send someone over to open the door in Y-9A ASAP, THANK YOU.							

73781	Closed Work	Compton Center		12/22/2015			\$0.00
Medium	Harris, Milton	X - GYM			1/13/2016		
Doors and Hardware		Entrance	22	12/22/2015 9:09:11 AM	1/13/2016		
reinstall the center bar in the door in the gym in X-area, so that it is realign with top plate to close the door, thank you.							

73783	Closed Work	Compton Center		12/22/2015			\$0.00
High	stuart, roger	X - GYM			12/22/2015		
Plumbing		Bleachers		12/22/2015 10:09:06	12/22/2015		
please check the water coming down from the roof in the gym, by the bleachers. THANK YOU.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Description			Action Taken				
Requester Name							

73850	Closed Work	Compton Center		1/4/2016			\$0.00
High	Mitchell, Alice	A-Administration			1/5/2016		
Pest Control Indoors	ADMINISTRATI	Office	1	1/4/2016 3:40:18 PM	1/5/2016		
<p>please send someone over to set some traps in the administration and records office for mice, thank you.</p>							

73858	Closed Work	Compton Center		1/5/2016			\$0.00
Medium	Mitchell, Alice	X - GYM			1/14/2016		
Health/Safety	gym,weight	Roof	9	1/5/2016 10:44:40 AM	1/14/2016		
<p>Leaks in gym at several locations, also in weight room, constantly assessing area with heavy rain or light rain, or heavy moisture conditions. This has been an ongoing issue many years. Eventually it can and has created issues damaging equipment that is limited in the first place. Please, the roof needs a better solution for safety and area use. Time Available: ASAP</p>							

amankwa mckinzie

73871	Closed Work	Compton Center		1/5/2016			\$0.00
High	stuart, roger	A-Administration			1/14/2016		
Plumbing	CAMPUS WIDE	Office	9	1/5/2016 1:42:24 PM	1/14/2016		
<p>PLEASE CHECK ALL THESE AREA FOR LEAKS, ADMINISTRATION BUILDING, EOP&S, GYM, ASSESSMENT CENTER, Y-BUILDING, F-25, J-BUILDING, THANK YOU.</p>							

73872	Closed Work	Compton Center		1/5/2016			\$0.00
High	stuart, roger	C-Classrooms			1/14/2016		
Plumbing	HUMAN	Office	9	1/5/2016 1:49:21 PM	1/14/2016		
<p>PLEASE CHECK THE LEAK IN THE OFFICE IT'S BY A DESK, THANK YOU.</p>							

73890	Work In	Compton Center		1/6/2016			\$0.00
Medium	Harris, Milton	U - E O P & S					
Carpentry		Office	79	1/6/2016 8:56:23 AM	1/6/2016		
<p>please have someone come over to hang a bulletin board in my office, thank you.</p>							

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Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Description			Action Taken				
Requester Name							

73891	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Harris, Milton	Math Science			1/11/2016		
Key and Lock		Office	5	1/6/2016 9:08:13 AM	1/11/2016		
ALL OF THESE FACULTY MEMBERS NEED KEY #7, ASMA SAID, SIRAJUDDIN, PETER POON, MICHAEL BRENNAN, MANSOOR ROSTAMI, KYLE STROHMAIER, NAM HO, GAUTAM DHAR. THANK YOU.							

73892	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Harris, Milton	Y - MUSIC BLDG.			1/20/2016		
Key and Lock		Classroom	14	1/6/2016 9:12:50 AM	1/20/2016		
LADISLOA MENDOZA NEED KEY TO VT-327, Y-99. THANK YOU.							

73893	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Harris, Milton	T - CHILD DEV			1/11/2016		
Key and Lock	AS BUILDING	Classroom	5	1/6/2016 9:16:12 AM	1/11/2016		
VALERIE HENDERSON NEED KEY TO AS-8, THANK YOU.							

73894	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Harris, Milton	F - Classrooms			1/11/2016		
Key and Lock		Classroom	5	1/6/2016 9:19:32 AM	1/11/2016		
JESSICA SCHILLING NEED KEY TO F-25, THANK YOU.							

73895	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Harris, Milton	E - Classrooms			1/11/2016		
Key and Lock		Classroom	5	1/6/2016 9:23:40 AM	1/11/2016		
SHIREETHA GETHERS NEED KEY TO E-19, THANK YOU.							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Description			Action Taken				
Requester Name							

73896	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Harris, Milton	F - Classrooms			1/11/2016		
Key and Lock		Classroom	5	1/6/2016 9:27:00 AM	1/11/2016		
JANICE JEFFERIS NEED KEY TO F-25, THANK YOU.							

73900	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S			2/9/2016		
Custodial	main	Locker Room	34	1/6/2016 10:18:11 AM	2/9/2016		

Please remove mold in showers and sanitize them according to regulations. Also repair leaky showers, replace fixtures. This is not the first work order. Showers are used daily by the public and students, even when school not in session. Showers need pressurized steam cleaning and or acidic sanitizing on schedule. Through many work orders this are has been deemed unsafe, unhygienic, bio hazardous to students, staff and public. Please review previous work orders associated for the same repetitive info. Time Available: immediate need for safety/biohazard preventive maintenance

amankwa mckinzie

73901	Work In	Compton Center		1/6/2016			\$0.00
Medium	Mitchell, Alice						
Health/Safety	Rear Entry gate	Bleachers	79	1/6/2016 10:28:49 AM	1/7/2016		

Drainage along fence line that borders entry gate has 6'+ of it uncovered. Please replace cover, wood does not work well it deteriorates over time. Please mark area with caution tape and follow up for safety please. Opening is large enough for a foot to get caught in. I do understand some maybe aware of this already, but it should be marked and followed up until remedied. Time Available: Any

amankwa mckinzie

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

73902	Closed Work	Compton Center		1/6/2016			\$0.00
Medium	Mitchell, Alice	X - GYM			2/10/2016		
Key and Lock	X-? PE Storage	Closet Area	35	1/6/2016 10:40:17 AM	2/10/2016		
<p>Please determine key needs for the storage room which is to be for PE instructors use. There are four doors and probably five locks. Only one side is needed for entry that leads into the gym. Time Available: 8a-5p</p> <p>amankwa mckinzie</p>							

73905	Work In	Compton Center		1/6/2016			\$0.00
Medium	Mitchell, Alice	X - GYM					
Custodial	X-football office	Office	79	1/6/2016 10:58:54 AM	1/7/2016		
<p>Please strip and clean floor of football office and wax. Please maintain the floor, I am receiving complaints often it should also be maintained regularly. Morning hours would be preferred maintenance, ad the coaches and athletes and scouts usually appear in afternoon, or eves. Time Available: 8a-12p if possible</p> <p>amankwa mckinzie</p>							

73906	Work In	Compton Center		1/6/2016			\$0.00
Medium	Mitchell, Alice						
Heating/Ventilation /Air Conditioning	Student life	Office	79	1/6/2016 11:01:41 AM	1/7/2016		
<p>please replace air filters. Time Available: Any</p> <p>amankwa mckinzie</p>							

73908	Work In	Compton Center		1/6/2016			\$0.00
Medium	Mitchell, Alice						
Custodial	Student life	Office	79	1/6/2016 11:04:04 AM	1/7/2016		
<p>please replace ceiling tiles where needed. Time Available: All</p> <p>amankwa mckinzie</p>							

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

73923	Closed Work	Compton Center		1/7/2016			\$0.00
Medium	Mitchell, Alice	X - GYM			1/20/2016		
Key and Lock	south weight	Exit Door	13	1/7/2016 8:25:03 AM	1/20/2016		

The south door lock is jammed near the stationary machines in the gymnasium. Please repair lock to prevent theft and loss of assets.

Lt. Box Time Available: 8:00AM

Ramund Box

73940	Work In	Compton Center		1/7/2016			\$0.00
Medium	Mitchell, Alice	X - GYM					
Key and Lock	weight room		78	1/7/2016 1:26:01 PM	1/7/2016		

Fitness center door found unsecured. Please repair lock ASAP. This area has constant access issues. Lock was working properly previous afternoon. Time Available: ASAP

amankwa mckinzie

73941	Work In	Compton Center		1/7/2016			\$0.00
Medium	Mitchell, Alice	X - GYM					
Key and Lock	middle restroom	Restroom (Men)	78	1/7/2016 1:27:27 PM	1/7/2016		

Door will not unlock. Time Available: Any

amankwa mckinzie

73942	Work In	Compton Center		1/7/2016			\$0.00
Medium	Mitchell, Alice	X - GYM					
Key and Lock	Middle restroom	Restroom (Women)	78	1/7/2016 1:29:05 PM	1/7/2016		

Lock seems stuck in lock position. Please repair. Time Available: Any

amankwa mckinzie

73948	Work In	Compton Center		1/7/2016			\$0.00
Medium	stuart, roger	X - GYM					
Grounds	ATHLETICS	Yard	78	1/7/2016 2:03:22 PM	1/7/2016		

install new throwing area for track & field discus and hammer, thank you.

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
73950	Work In	Compton Center		1/7/2016			\$0.00
Medium	stuart, roger	Transfer Center					
Heating/Ventilation /Air Conditioning	ASSESSMENT	Office	78	1/7/2016 2:21:01 PM	1/7/2016		
please repaired the roof in the assessment center, thank you.							
73951	Work In	Compton Center		1/7/2016			\$0.00
Medium	stuart, roger	Transfer Center					
Painting	ASSESSMENT	Office	78	1/7/2016 2:26:57 PM	1/7/2016		
please paint the walls in the assessment center, thank you.							
73952	Work In	Compton Center		1/7/2016			\$0.00
Medium	stuart, roger	Transfer Center					
Custodial	ASSESSMENT	Office	78	1/7/2016 2:35:09 PM	1/7/2016		
please repair the ceiling tiles, mop, wax, the floors in the assessment center, thank you.							
73953	Work In	Compton Center		1/7/2016			\$0.00
Medium	Owens, Linda	U - E O P & S					
Health/Safety		Entrance	78	1/7/2016 2:43:57 PM	1/7/2016		
please make the door wide enough for a wheelchair access, thank you.							
73955	Work In	Compton Center		1/7/2016			\$0.00
Medium	Owens, Linda	Student Lounge					
Custodial	STUDENT LIFE	Office	78	1/7/2016 2:55:29 PM	1/7/2016		
please put mini blinds, replace all curtains/drapes, replace all mirrors in the restroom in student life area, thank you.							
73956	Work In	Compton Center		1/7/2016			\$0.00
Medium	Owens, Linda	T - CHILD DEV					
Health/Safety		Yard	78	1/7/2016 3:03:18 PM	1/7/2016		
please install outdoor turf to infant/ toddler play-yard for safety and protection of children. Thank you.							

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Requester Name							

73965	Work In	Compton Center		1/8/2016			\$0.00
Medium	stuart, roger	D-Classrooms					
Heating/Ventilation /Air Conditioning	UPWARD	Office	77	1/8/2016 9:42:15 AM	1/8/2016		
the electrical outlets, exposed need covered, leaking ceiling and roof. THANK YOU.							

73966	Work In	Compton Center		1/8/2016			\$0.00
Medium	stuart, roger	Transfer Center					
Custodial	WELCOME	Office	77	1/8/2016 9:49:57 AM	1/8/2016		
please fix the front door in the welcome center, clean the molding inside the office. Thank you.							

73967	Closed Work	Compton Center		1/8/2016			\$0.00
Medium	stuart, roger	F - Classrooms			3/9/2016		
Carpentry	FOSTER CARE/	Office	61	1/8/2016 9:58:35 AM	3/9/2016		
please fix the doors in our area, the front door deadbolt need to be install, doors in our office need to be reinstall all of them are down. Thank you.							

73968	Closed Work	Compton Center		1/8/2016			\$0.00
Medium	stuart, roger	D-Classrooms			2/8/2016		
Carpentry	TRANSFER/CA	Office	31	1/8/2016 10:08:42 AM	2/8/2016		
please fix the ceiling panels/leaking need to be replaced. The front door is not close are open properly. Thank you.							

73971	Work In	Compton Center		1/8/2016			\$0.00
Medium	Harris, Milton	V - FINANCIAL AID					
Key and Lock	E-12	Office	77	1/8/2016 10:18:41 AM	1/8/2016		
PLEASE REPLACE THE LOCK ON THE DIRECTOR DOOR TO THE LAB, GIVE US A KEY TO THE DOOR. THANK YOU.							

73972	Work In	Compton Center		1/8/2016			\$0.00
Medium	stuart, roger	B-Library					
Electrical	SSSP	Office	77	1/8/2016 10:39:32 AM	1/8/2016		
please fix lights, air conditioning and replace the shade on the lights. Thank you.							

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Requester Name							

73991	Closed Work	Compton Center		1/11/2016			\$0.00
Medium	Harris, Milton	Voc-Tech			1/20/2016		
Carpentry	VT-138	Office	9	1/11/2016 9:54:04 AM	1/20/2016		

please have someone come over to room-138 to put up a dry board up, thank you.

73999	Closed Work	Compton Center		1/11/2016			\$0.00
Medium	stuart, roger	Print Shop			1/13/2016		
Moving		Office	2	1/11/2016 2:50:13 PM	1/13/2016		

please send someone to the print shop to replace a desk, thank you.

74008	Closed Work	Compton Center		1/12/2016			\$0.00
Medium	Harris, Milton	Voc-Tech			1/20/2016		
Carpentry		Yard	8	1/12/2016 8:52:56 AM	1/20/2016		

please have someone come over to put the tax signs up for us, 1. the artesia gate 2. on the VT building 3. the brick wall, see Nicole for the signs. Thank you.

74032	Closed Work	Compton Center		1/12/2016			\$0.00
Medium	Mitchell, Alice	B-Library			1/21/2016		
Moving	old library-	Classroom	9	1/12/2016 3:03:16 PM	1/21/2016		

1-13-16 STORAGE-NEW TABLES/CANOPIES
 1) please remove old furniture from classroom in old library to be used for storage of new "special events" equipment and move equipment from warehouse to library classroom 2) please add Deadbolt to door of classroom issue 4 keys only for each of the following people:
 Stella-(2), MO Supervisor Roger, Milton for key room
 THANK YOU---(approved by R. James)
 Stella Luna

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Description			Action Taken				
Requester Name							

74033	Closed Work	Compton Center		1/12/2016			\$0.00
Medium	Harris, Milton	D-Classrooms			1/13/2016		
Key and Lock		Classroom	1	1/12/2016 3:37:48 PM	1/13/2016		
<p>ALAMALO, ANTHONY NEED KEY TO D-32, FEDERICA FORNACIARI, LILLY JOHNSON, DOINS LEONARD, TRACIE LEWIS NEED KEY TO E-34, EBEBEZER AKOMEAH NEED KEY F-24, NIDA HUSSAIN NEED KEY TO F-32, F-39, ROBERT KLIER NEED KEY TO F-12A, DAVID NAVARRO NEED KEY TO F-32, F-39. THANK YOU.</p>							

74034	Closed Work	Compton Center		1/12/2016			\$0.00
Medium	Harris, Milton	G - Classrooms			1/13/2016		
Key and Lock		Classroom	1	1/12/2016 3:51:10 PM	1/13/2016		
<p>RUTH BENITEZ NEED KEY TO G-31, CELENIA CANO NEED KEY TO MS-210, YARLMOLI MURUGIAH NEED KEY TO MS-211, BAO NGUYEN NEED KEY TO MS-211, VT-212B, AMIRAIL OVEISI NEED KEY TO MS-206, VT-212B, RACHIDA SAFY NEED KEY TO MS-208. THANK YOU.</p>							

74063	Work In	Compton Center		1/13/2016			\$0.00
Medium	stuart, roger	Transfer Center					
Moving	WELCOME	Classroom	72	1/13/2016 3:40:25 PM	1/13/2016		
<p>please send someone over to the welcome center to move some file cabinet from the project room to the welcome center (next to Rio's desk), that the beige filing cabinet. Then move the grey filing cabinet next to the refrigerator in the project room. Thank you.</p>							

74072	Closed Work	Compton Center		1/14/2016			\$0.00
Medium	stuart, roger	Voc-Tech			1/27/2016		
Event Setup		Atrium	13	1/14/2016 11:37:27 AM	1/27/2016		
<p>please put 40 chairs and 10 tables in the atrium, for Wednesday the January 13, 2016, for LT. Box. For 6:00 A.M. Wednesday morning. THANK YOU.</p>							

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Requester Name							

74126	Closed Work	Compton Center		1/19/2016			\$0.00
High	stuart, roger	D-Classrooms			3/9/2016		
Plumbing	D-41	Classroom	50	1/19/2016 9:01:16 AM	3/9/2016		
there is a leak in room D-41 please have someone come and check on it, thank you.							

74143	Closed Work	Compton Center		1/19/2016			\$0.00
Medium	Mitchell, Alice	G - Classrooms			2/8/2016		
Graffiti	G-Row womens	Laboratory	20	1/19/2016 2:27:43 PM	2/8/2016		
Please check and remove graffiti from the stalls in the women's restroom on the G-Row. A report and photos are already taken.							

Lt. Box Time Available: 8:00AM

Ramund Box

74185	Closed Work	Compton Center		1/20/2016			\$0.00
Medium	Mitchell, Alice	G - Classrooms			2/8/2016		
Key and Lock	G row and VT		19	1/20/2016 12:38:43 PM	2/8/2016		
I need a key for the women's restroom key in the G row and also Faculty restroom in VT Building.							

Roza Ekimyan

74204	Closed Work	Compton Center		1/20/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			1/26/2016		
Event Setup	student lounge	Lounge	6	1/20/2016 4:16:40 PM	1/26/2016		

1-22-16 ACCREDITATION CO-CHAIR MTG. 8am-2pm
 1) clean lounge, restock restrooms, mop floors as needed
 2) set up 8 round tables with 7 chairs each
 3) set up 3 tables on carpet for buffet
 4) set up 1 table at entrance of front door with 1 chair
 5) set up 1 table on carpet near trophy case with 1 chair
 6) drop down screen
 7) place lined trash cans in room
 SET UP MUST BE DONE NIGHT BEFORE THUR 1-21-16 by 4pm AND LOCK DOWN LOUNGE PLEASE

Stella Luna

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Requester Name							

74287	Work In	Compton Center		1/23/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	student/staff	Lounge	62	1/23/2016 2:48:59 PM	3/9/2016		
4-16-16 UPWARD BOUND PARENT WORKSHOP 8am-11am 1) clean, restock restrooms 2) set up 8 round tables with 7 chairs in each lounge 3) drop down screen SET UP TO BE COMPLETED NIGHT BEFORE Thank you Stella Luna							

74288	Closed Work	Compton Center		1/23/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/2/2016		
Event Setup	student lounge	Lounge	10	1/23/2016 2:52:17 PM	2/2/2016		
1-29-16 Black/Latino College Scholarship Session 1-4pm 1) clean lounge and restock restrooms 2) set up 75 chairs assembly style 3) drop down screen 4) set up 1 table for registration 5) set up podium/mic with table at one side SET UP TO BE COMPLETED NIGHT BEFORE Thank you Stella Luna							

74289	Closed Work	Compton Center		1/23/2016			\$0.00
Medium	Mitchell, Alice	Quad			1/27/2016		
Event Setup	C-ROW/LRC	Yard	4	1/23/2016 2:59:30 PM	1/27/2016		
1-27-16 SPRING KICKOFF 12-3pm 1) set up 40 6' tables with 2 chairs 2) set up 11 round picnic tables per diagram 3) set up 2 tables for DJ SET UP PER DIAGRAM TO FOLLOW VIA EMAIL - Thank you Stella Luna							

74323	Closed Work	Compton Center		1/26/2016			\$0.00
Medium	Mitchell, Alice	Math Science			2/8/2016		
Graffiti	G-Row womens	Laboratory	13	1/26/2016 9:08:09 AM	2/8/2016		
Please check and remove graffiti from the first stall of the men's restroom. We have photographed this area and a report was taken.							

Lt. Box Time Available: 8:00AM

Ramund Box

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74352	Work In	Compton Center		1/26/2016			\$0.00
Medium	Mitchell, Alice	W - P. E. MEN'S					
Plumbing	Staff/coaches	Restroom (Men)	59	1/26/2016 2:19:31 PM	1/27/2016		

It was brought to my attention one of the two toilets is out of order, someone seems to have put a bunch of toilet seat covers in the toilet? Thanks. Time Available: order equip

amankwa mckinzie

74428	Closed Work	Compton Center		1/29/2016			\$0.00
Medium	Harris, Milton	W - P. E. MEN'S			2/3/2016		
Key and Lock	GYM AREA	1st Floor	5	1/29/2016 11:22:25 AM	2/3/2016		

ART GARCIA NEED KEYS TO THE GYM, BASKETBALL OFFICE(MEN), EQUIPMENT ROOM. THANK YOU.

74429	Closed Work	Compton Center		1/29/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/9/2016		
Key and Lock		1st Floor	40	1/29/2016 11:30:42 AM	3/9/2016		

KRYRTI, ROSARIO NEED KEY TO THE EQUIPMENT ROOM, THANK YOU.

74430	Closed Work	Compton Center		1/29/2016			\$0.00
Medium	Harris, Milton	Math Science			2/3/2016		
Key and Lock		Classroom	5	1/29/2016 11:48:28 AM	2/3/2016		

ALEFIYAH, ALI . PETER REONISTO, SAMUEL LEE, VICTOR , VICTOR CANAELA THEY ALL NEED KEYS TO THE MS BUILDING, THANK YOU.

74460	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/2/2016		
Event Setup	student/staff	Lounge	1	2/1/2016 2:08:20 AM	2/2/2016		

2-1-16 BLACK HISTORY MONTH KICK OFF 11-1pm
 1) clean and restock restrooms 2) set up 200 chairs assembly style 3) set up podium/mic 4) set up 3 6' tables for refreshments
 SET UP BY 9AM DAY OF EVENT

Stella Luna

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74461	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Voc-Tech			2/8/2016		
Event Setup	Atrium	Atrium	7	2/1/2016 2:19:14 AM	2/8/2016		
2-6-16 TURBO TAX 7am - 4pm 1) Set up 10 round tables with 7 chairs each 2) set up 1 table with 2 chairs in lobby near 1st floor elevator SET UP NIGHT BEFORE Stella Luna							

74462	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Voc-Tech			2/8/2016		
Event Setup	lobby	2nd Floor	7	2/1/2016 2:21:17 AM	2/8/2016		
2-6-16 Cash 4 College 8am - 2pm 1) set up 2 tables with 2 chairs in lobby near 2nd floor near elevator SET UP NIGHT BEFORE Stella Luna							

74463	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge			2/23/2016		
Event Setup	staff lounge	Lounge	22	2/1/2016 2:32:36 AM	2/23/2016		
2-19-16 Accreditation Co-Chairs Meeting 8am - 2pm 1) clean lounge 2) set up 8 round tables with 7 chairs each 3) place lined trash cans in room SET UP NIGHT BEFORE Stella Luna							

74464	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/23/2016		
Event Setup	student lounge	Lounge	22	2/1/2016 2:35:25 AM	2/23/2016		
2-23-16 CAMPUS WIDE MEETING 1pm - 2pm 1) clean lounge restock restrooms 2) set up 200 chairs assembly style 3) set up podium/mic 3) drop down screen SET UP NIGHT BEFORE Stella Luna							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74465	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge			3/1/2016		
Event Setup	staff lounge	Lounge	29	2/1/2016 2:38:59 AM	3/1/2016		
2-26-16 Student Services Staff Meeting 2pm - 3:30pm 1) clean lounge 2) set up 7 round tables 7 chairs each SET UP NIGHT BEFORE Stella Luna							

74471	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	stuart, roger	G - Classrooms			2/23/2016		
Custodial		Office	22	2/1/2016 10:34:57 AM	2/23/2016		
please send someone over to G-39 to move a desk from one room to other, thank you.							

74491	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/5/2016		
Event Setup	student lounge	Lounge	4	2/1/2016 4:07:36 PM	2/5/2016		
2-3-16 BHM-MOVIE NIGHT 6:30-9pm 1) clean and restock restrooms 2) set up 100 chairs assembly style 3) set up 2 6' tables 4) drop down screen SET UP TO BE COMPLETE BY 5PM DAY OF Stella Luna							

74492	Closed Work	Compton Center		2/1/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/16/2016		
Event Setup	student lounge	Lounge	15	2/1/2016 4:19:50 PM	2/16/2016		
2-10-16 BLACKLIVEMATTER 11am-12:30 pm 1) clean and restock restrooms 2) set up 100 chairs assembly style 3) set up 2 6' tables on carpet area 4) drop down screen 5) set up podium/mic SET UP TO BE COMPLETE NIGHT BEFORE Stella Luna							

74504	Closed Work	Compton Center		2/2/2016			\$0.00
Medium	Harris, Milton	Voc-Tech			2/8/2016		
Key and Lock		Office	6	2/2/2016 9:16:35 AM	2/8/2016		
KEVIN COFFELT NEED KEY TO VT-215,VT-216, MEN RESTROOM, THANK YOU.							

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74505	Closed Work	Compton Center		2/2/2016			\$0.00
Medium	Harris, Milton	Voc-Tech			2/8/2016		
Key and Lock		Office	6	2/2/2016 9:31:39 AM	2/8/2016		
ROBYN McGEE NEED KEY TO VT-215, THANK YOU.							

74506	Closed Work	Compton Center		2/2/2016			\$0.00
Medium	Mitchell, Alice	Voc-Tech			2/5/2016		
Custodial		Restroom (Men)	3	2/2/2016 9:36:32 AM	2/5/2016		
please have someone check the restrooms in the VT building, they need to be clean and supply put in them. Thank you.							

74508	Closed Work	Compton Center		2/2/2016			\$0.00
Medium	Mitchell, Alice	Voc-Tech			2/8/2016		
Pest Control		Yard	6	2/2/2016 9:47:12 AM	2/8/2016		
there is small group of bee on the outside of the Vo-Tech building east exit/entrance to the left side when you exit the building. Thank you.							

74509	Work In	Compton Center		2/2/2016			\$0.00
Medium	stuart, roger	Voc-Tech			2/2/2016		
Heating/Ventilation /Air Conditioning		1st Floor	52	2/2/2016 10:00:35 AM	2/2/2016		
please check the air condition in the VT building, thank you.							

74531	Closed Work	Compton Center		2/2/2016			\$0.00
Medium	Mitchell, Alice				2/10/2016		
Graffiti	Green Leaf east	Roads/Driveways	8	2/2/2016 1:28:12 PM	2/10/2016		
Remove white graffiti from the small brick planter at the east entrance near the roadway on Green Leaf Ave. A report has been taken.							

Lt. Box Time Available: 8:00AM
 Ramund Box

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74533	Closed Work	Compton Center		2/2/2016			\$0.00
Medium	Mitchell, Alice	Quad			2/5/2016		
Event Setup	Student lounge	Breezeway	3	2/2/2016 1:30:13 PM	2/5/2016		
2-3-16 USMC 10 am - 2pm							
1) please set up 1 table 2 chairs in front of the student lounge							
NOTE: This will be on going until 3-31-16 (different days) I will contact office the night before to set up for the morning							
Stella Luna							

74547	Closed Work	Compton Center		2/3/2016			\$0.00
High	stuart, roger	V - FINANCIAL AID			3/21/2016		
Electrical		Laboratory	47	2/3/2016 8:25:00 AM	3/21/2016		
please send someone over to replace some of our light in the lab, thank you.							

74548	Closed Work	Compton Center		2/3/2016			\$0.00
High	Harris, Milton	Transfer Center			3/9/2016		
Doors and Hardware		Entrance	35	2/3/2016 8:38:29 AM	3/9/2016		
please send someone over to fix our doors, thank you.							

74576	Closed Work	Compton Center		2/3/2016			\$0.00
Medium	Harris, Milton	D-Classrooms			2/8/2016		
Key and Lock		Classroom	5	2/3/2016 4:11:26 PM	2/8/2016		
IWAMIZU, KALUNDA NEED KEY TO D-34, BENITEZ, RUTH NEED KEY TO D-40, BAILES, LORETTA NEED D-41, F-39, REPLOGLE, PEGGY NEED KEY D-ROW FACULTY LADIES ROOM. THANK YOU.							

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74578	Closed Work	Compton Center		2/3/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge			2/23/2016		
Event Setup	staff lounge	Lounge	20	2/3/2016 8:50:27 PM	2/23/2016		
2-23-16 AUTHOR @ COMPTON 11:30-12:30							
1) Clean lounge 2) set up 1 table at door entrance 3) set up podium with table to one side 4) set up the max chairs assembly style leaving walking room at counter for refreshments 5) make room for power point set up							
SET UP TO BE DONE NIGHT BEFORE							
Stella Luna							

74579	Closed Work	Compton Center		2/3/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/9/2016		
Event Setup	student lounge	Lounge	6	2/3/2016 8:55:50 PM	2/9/2016		
2-8-16 BHM-JEOPARDY 6-8pm							
1) clean and restock restrooms 2) set up 100 chairs lecture style 3) set up podium/mic 4) drop down screen 5) remove all tables from carpet area and set up 4 -6' tables for refreshments							
SET UP TO BE DONE by 4:30 pm day of							
Stella Luna							

74589	Closed Work	Compton Center		2/4/2016			\$0.00
Medium	Harris, Milton	G - Classrooms			2/8/2016		
Key and Lock		Office	4	2/4/2016 8:56:14 AM	2/8/2016		
MARTINEZ, DULCE NEED KEY TO G-31, M-1 OFFICE, EKIMYAN, ROZA NEED KEY TO G-ROW STAFF RESTROOM, VT-STAFF RESTROOM. THANK YOU.							

74590	Closed Work	Compton Center		2/4/2016			\$0.00
Medium	Harris, Milton	E - Classrooms			2/8/2016		
Key and Lock		Classroom	4	2/4/2016 9:05:54 AM	2/8/2016		
MENDOZA, BRISHETTE NEED KEY TO E-33, E-34, JOHNSON, JONI NEED KEY TO F-31. THANK YOU.							

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74627	Closed Work	Compton Center		2/5/2016			\$0.00
Medium	stuart, roger	E - Classrooms			3/1/2016		
Custodial		Office	25	2/5/2016 12:11:48 PM	3/1/2016		

please help Cassandra Washington remove her desk from the office , along with a file cabinet, thank you.

74628	Closed Work	Compton Center		2/5/2016			\$0.00
Medium	Harris, Milton	Voc-Tech			3/22/2016		
Carpentry	VT-197	Classroom	46	2/5/2016 12:22:50 PM	3/22/2016		

please have someone come over to replace the ceiling tiles in VT-197, THANK YOU.

74629	Closed Work	Compton Center		2/5/2016			\$0.00
Medium	Harris, Milton	Math Science			2/8/2016		
Key and Lock		Office	3	2/5/2016 12:33:12 PM	2/8/2016		

MUSSIE OKBIMICHAEL NEED KEY #7, THANK YOU.

74656	Closed Work	Compton Center		2/8/2016			\$0.00
Medium	Harris, Milton	D-Classrooms			3/9/2016		
Carpentry	D-27	Office	30	2/8/2016 1:21:39 PM	3/9/2016		

can I Shateo Griffin have someone put a laptop charging station assembled in room D-27, also a display rack to get mounted in the Assessment Center. Thank you.

74665	Closed Work	Compton Center		2/8/2016			\$0.00
High	Harris, Milton	Voc-Tech			2/10/2016		
Health/Safety	HAVC	Classroom	2	2/8/2016 3:03:13 PM	2/10/2016		

please send someone over to the classroom in HAVC to clean up the raccoon feces and the foul odor in that area, thank you.

Work Order Summary List 032516(1)

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74685	Closed Work	Compton Center		2/9/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/16/2016		
Event Setup	studentlounge	Lounge	7	2/9/2016 1:04:24 PM	2/16/2016		
2-11-16 ASB BHM- BLACK IN MEDI 11am-12:30 pm 1) clean and restock restrooms 2) set up 60 chairs lecture style 3) set up podium/mic 3) drop down screen 4) set up 4 tables for refreshments PLEASE HAVE SET UP DONE NIGHT BEFORE Thank you Stella Luna							

74686	Closed Work	Compton Center		2/9/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			2/16/2016		
Event Setup	studentlounge	Lounge	7	2/9/2016 1:07:07 PM	2/16/2016		
2-11-16 ASB BHM-MOVIE NIGHT 6:30 pm-9pm 1) clean and restock restrooms 2) set up 100 chairs lecture style 2) drop down screen 3) set up 4 tables for refreshments PLEASE HAVE STAFF CLEAN BETWEEN EVENTS LEAVE SET UP IS ---ADD CHAIRS Thank you Stella Luna							

74793	Closed Work	Compton Center		2/17/2016			\$0.00
High	Harris, Milton	J - Maintenance			3/9/2016		
Doors and Hardware	gate	Roads/Driveways	21	2/17/2016 11:46:26 AM	3/9/2016		
please have someone fix the gate going to back of Greenleaf, it will not open. Thank you.							

74795	Closed Work	Compton Center		2/17/2016			\$0.00
High	Harris, Milton	J - Maintenance			3/8/2016		
Key and Lock		Roads/Driveways	20	2/17/2016 11:53:40 AM	3/8/2016		
please change the locks on the gate on Greenleaf after fixing the gate, thank you.							

Work Order Summary List 032516(1)

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Description			Action Taken				
Requester Name							

74801	Closed Work	Compton Center		2/17/2016			\$0.00
Medium	Mitchell, Alice	Voc-Tech			2/22/2016		
Event Setup	VT-124,125,209	Classroom	5	2/17/2016 1:01:37 PM	2/22/2016		
2-20-16 CASH 4 COLLEGE 9AM-2PM							
1) Clean and restock restrooms 2) set up 3 6' tables with 2 chairs each on 1st floor main entrance 3) make available 20 extra chairs for participants 4) breakdown after event over							
PLEASE SET UP NIGHT BEFORE							
Stella Luna							

74818	Closed Work	Compton Center		2/17/2016			\$0.00
Medium	Mitchell, Alice	Quad			2/22/2016		
Event Setup	South Patio	Yard	5	2/17/2016 4:41:43 PM	2/22/2016		
2-18-16 12:30-2pm BHM-LIVE							
MUSIC/ART/POETRY							
1) MOVE- 10 patio tables to front of brick wall 2) set up 2 6' tables (group to place where needed)							
SET UP NIGHT BEFORE/EARLY MORNING							
Stella Luna							

74819	Closed Work	Compton Center		2/17/2016			\$0.00
Medium	Mitchell, Alice	Voc-Tech			2/22/2016		
Event Setup	Atrium	Atrium	5	2/17/2016 4:44:46 PM	2/22/2016		
2-19-16 8AM - 1PM FORKLIFT TRAINING							
1) clean and restock restrooms 2) set up 6 round tables with 7 chairs each 3) set up podium/mic-- room for power point set up							
SET UP NIGHT BEFORE/EARLY MORNING							
Stella Luna							

74861	Closed Work	Compton Center		2/19/2016			\$0.00
Medium	stuart, roger	Math Science			2/23/2016		
Plumbing		2nd Floor	4	2/19/2016 8:51:22 AM	2/23/2016		
please fix the stoppage in the restroom (men) in MS building, thank you.							

74862	Closed Work	Compton Center		2/19/2016			\$0.00
Medium	stuart, roger	Math Science			2/23/2016		
Plumbing		2nd Floor	4	2/19/2016 9:00:00 AM	2/23/2016		
please fix the sink that is stop up, thank you.							

Work Order Summary List 032516(1)

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Description			Action Taken				
Requester Name							

74863	Closed Work	Compton Center		2/19/2016			\$0.00
Medium	stuart, roger	T - CHILD DEV			2/23/2016		
Plumbing		Classroom	4	2/19/2016 9:08:31 AM	2/23/2016		
please fix the sink in rm. 117 it is stopped up, thank you.							

74864	Closed Work	Compton Center		2/19/2016			\$0.00
Medium	stuart, roger	W - P. E. MEN'S			2/23/2016		
Plumbing	women's locker	Locker Room	4	2/19/2016 9:13:16 AM	2/23/2016		
please fix two toilets in the women restroom in the locker room, thank you.							

74866	Closed Work	Compton Center		2/19/2016			\$0.00
High	stuart, roger	Z - SWIMMING POOL			2/23/2016		
Plumbing		Pool	4	2/19/2016 9:17:23 AM	2/23/2016		
please drain water from the swimming pool, thank you.							

74867	Closed Work	Compton Center		2/19/2016			\$0.00
High	Harris, Milton	J - Maintenance			2/23/2016		
Carpentry		Yard	4	2/19/2016 9:23:20 AM	2/23/2016		
please switch out the caster wheels from the Tartar Lane to the Greenleaf gate, thank you.							

74868	Closed Work	Compton Center		2/19/2016			\$0.00
High	Harris, Milton	J - Maintenance			2/23/2016		
Key and Lock	Modular	Yard	4	2/19/2016 9:30:31 AM	2/23/2016		
please install 10 new locks on the modular behind the grandstand, thank you.							

74882	Closed Work	Compton Center		2/22/2016			\$0.00
High	Anaya, Homero	J - Maintenance			3/22/2016		
Painting	Building-J	Office	29	2/22/2016 8:42:17 AM	3/22/2016		
please paint the whole building, thank you.							

Work Order Summary List 032516(1)

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Description			Action Taken				
Requester Name							

74894	Closed Work	Compton Center		2/22/2016			\$0.00
High	stuart, roger	E - Classrooms			3/22/2016		
Moving	E-32	Classroom	29	2/22/2016 11:21:27 AM	3/22/2016		

please send someone over to E-32 with table and chair for a student to set in for my classroom, they can't set in the desk that we have in the classroom, thank you. Before 6:00 P.M. TONIGHT.

74899	Closed Work	Compton Center		2/22/2016			\$0.00
Medium	stuart, roger	D-Classrooms			2/23/2016		
Plumbing		Restroom (Men)	1	2/22/2016 2:02:27 PM	2/23/2016		

please send someone over to the D-row to up stop the toilet, thank you.

74900	Closed Work	Compton Center		2/22/2016			\$0.00
Medium	stuart, roger	C-Classrooms			2/23/2016		
Plumbing		Restroom (Men)	1	2/22/2016 2:14:21 PM	2/23/2016		

please send someone over to the C-row men restroom to unstop the toilet, thank you.

74905	Closed Work	Compton Center		2/22/2016			\$0.00
Medium	Mitchell, Alice	Quad			3/8/2016		
Event Setup	Student lounge	Breezeway	15	2/22/2016 5:11:32 PM	3/8/2016		

2-23-16 ASB-CLUB RUSH 12-3pm
 1) please set up max tables available with 2 chairs each
 2) SEE DIAGRAM SENT VIA EMAIL 2-22-16

Stella Luna

74915	Closed Work	Compton Center		2/23/2016			\$0.00
High	Mitchell, Alice	Transfer Center			2/26/2016		
Pest Control		Office	3	2/23/2016 9:53:01 AM	2/26/2016		

please remove the wasp nest, thank you.

Work Order Summary List 032516(1)

Selected Date Range for Request Dates:4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74918	Closed Work	Compton Center		2/23/2016			\$0.00
Medium	Harris, Milton	Transfer Center			3/22/2016		
Carpentry		Office	28	2/23/2016 11:36:44 AM	3/22/2016		
<p>please have someone come over to fix ceiling tiles in our office, thank you.</p>							

74928	Closed Work	Compton Center		2/23/2016			\$0.00
High	Mitchell, Alice	T - CHILD DEV			2/26/2016		
Pest Control		Yard	3	2/23/2016 1:31:07 PM	2/26/2016		
<p>THERE IS A HUGE BEE HIVE BY THE EAST-WEST CORNER OF THE BLUE CANOPY IN THE CHILDREN'S PLAY YARD. PLEASE TAKE CARE OF THIS ASAP. THANK YOU.</p>							

74933	Closed Work	Compton Center		2/23/2016			\$0.00
Medium	Harris, Milton	Student Lounge			2/24/2016		
Key and Lock		1st Floor	1	2/23/2016 3:20:43 PM	2/24/2016		
<p>please remove the lock the displaycase, thank you.</p>							

74944	Closed Work	Compton Center		2/24/2016			\$0.00
Medium	Harris, Milton	A-Administration			3/8/2016		
Key and Lock		Office	13	2/24/2016 10:21:41 AM	3/8/2016		
<p>LAKEISHA WRIGHT, RANESHA STEWART NEED KEY TO THE ADMINISTRATION BUILDING,OFFICE,RESTROOM, THANK YOU.</p>							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74960	Closed Work	Compton Center		2/25/2016			\$0.00
Medium	Mitchell, Alice	X - GYM			3/1/2016		
Event Setup	Gym,student/staf	Lobby	5	2/25/2016 8:54:24 AM	3/1/2016		

2-27-16 CRYSTAL STAIRS, INC. PARENT RESOURCE/FAMILY FAIR 9am-2pm
 GYM: 1) clean and restock restrooms 2) cover entire gym floor 3) hang back drops 4) all bleachers in 5) set up full stage 6) bring 2 new screens housed in whse for IT to set up 7) set up 30 round tables (chairs rented by group to be delivered Friday morning) 8) SET UP GYM PER DIAGRAM SENT VIA EMAIL 9) Rented rectangular tables will be delivered on Thursday (50) 29 of 50 to be used in gym 10) use OUR best folding tables for registration set up in the lobby 11) 7 chairs per round table & 2 chairs per rectangular table-EXCEPT those for food set up 12) use 6 of rented tables for S/B set up (place these tables against wall under light/court panel
 STUDENT LOUNGE/STAFF/PATIO: "CHILDREN'S ZONE"
 1) Clean and restock restrooms set up partial balance of rented rectangular tables and form "U" shape per diagram (using 9 tables) with OUR chairs 2) set up 1 registration table at door and one up front 3) drop down screen 4) LOCK WITH PADLOCK ACCORDIAN DOOR (per group safety issues) DIAGRAM TO FOLLOW VIA EMAIL
 STAFF LOUNGE: Same set up as student lounge "U" shape with chairs
 PATIO:
 1) REMOVE ALL TABLES FROM PATIO AREA, RECTANGULAR, PICNIC-SAFETY CONCERNS FROM GROUP 2) REMOVE OLD BBQ FROM PATIO-SAFETY CONCERNS
 **SET UPS TO BE COMPLETE BY 3PM ON FRIDAY FOR GROUP DECORATING/SET UP ETC

Stella Luna

74970	Closed Work	Compton Center		2/25/2016			\$0.00
Medium	stuart, roger	D-Classrooms			3/22/2016		
Custodial		Classroom	26	2/25/2016 1:10:01 PM	3/22/2016		

please have someone come over to D-32 to clean the whiteboard, thank you.

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

74996	Work In	Compton Center		2/26/2016			\$0.00
High	stuart, roger	Voc-Tech					
Electrical		Restroom (Women)	28	2/26/2016 1:35:35 PM	2/26/2016		
please send someone over to the V.T. building to check the lights in women restroom, thank you.							

74997	Closed Work	Compton Center		2/26/2016			\$0.00
High	Mitchell, Alice	Voc-Tech			2/26/2016		
Pest Control Indoors		1st Floor		2/26/2016 1:39:47 PM	2/26/2016		
please come over to VT-127 to spray for bugs, thank you.							

74999	Closed Work	Compton Center		2/26/2016			\$0.00
High	Harris, Milton	MIS			3/8/2016		
Key and Lock		Office	11	2/26/2016 3:40:23 PM	3/8/2016		
MR. ANDREI YERMAKOB NEED KEYS TO MIS DOOR, YARD, PRINT SHOP DOOR, TELEPHONE ROOM IN THE ADMINISTRATION, V.T. CLASSROOM/IDF KEY, SSC- ROOM 108/IDF KEY, ALLIED HEALTH- CLASSROOM/IDF KEY, MASTER KEY-FOR ACCESS TO ROW BUILDINGS/M.S. CLASSROOMS/IDF ROOMS. THANK YOU.							

75019	Closed Work	Compton Center		2/29/2016			\$0.00
Medium	Mitchell, Alice	A-Administration			3/7/2016		
Key and Lock	Admissions and	1st Floor	7	2/29/2016 2:53:05 PM	3/7/2016		
I need keys for 2 new staff members. Lakeisha Wright and Gerrard Huff. They need keys to the Admissions and Records Office and Administration Building. If possible, please provide a key to the women's restroom in the Administration building for Lakeisha Wright and Ranessa Stewart. We currently have one key that is used by all the part-timers and now two full-time staff members. Time Available: March 4							
Richette Bell							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75021	Closed Work	Compton Center		2/29/2016			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police			3/22/2016		
Doors and Hardware	V-70	1st Floor	22	2/29/2016 3:43:49 PM	3/22/2016		
<p>The door frame has been peeled away exposing the locks and catches. People are accessing the room by simply prying the locks open with a knife or other metal objects. I will email photos of the V-70 doors today. Please cover area or install a metal plate to protect the locking mechanisms.</p>							

Lt. Box Time Available: 8:00AM

Ramund Box

75066	Closed Work	Compton Center		3/2/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			3/8/2016		
Event Setup	student lounge	Lounge	6	3/2/2016 12:57:20 PM	3/8/2016		
<p>3-4-16 SOCIAL SECURITY WORKSHOP 10am-1pm 1) clean and restock restrooms 2) set up 10 round tables with 6 chairs each 3) set up podium/mic 4) drop down screen 5) set up 1 table at door for registration with 1 chair SET UP TO BE COMPLETED NIGHT BEFORE</p>							

Stella Luna

75068	Closed Work	Compton Center		3/2/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge			3/11/2016		
Event Setup	staff lounge	Lounge	9	3/2/2016 1:01:22 PM	3/11/2016		
<p>3-11-16 ACCREDITATION CO-CHAIR Mtg 8am-1pm 1) clean/mop room 2) set up 8 round tables with 7 chairs each 5) set up 1 table at door for registration 6) set up 1 table with chair behind registration table SET UP TO BE COMPLETED NIGHT BEFORE</p>							

Stella Luna

75069	Work In	Compton Center		3/2/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	staff lounge	Lounge	23	3/2/2016 1:03:56 PM	3/9/2016		
<p>3-25-16 Student Services Staff Mtg. 2-3:30 pm 1) Set up 5 tables with 7 chairs each 2) set up 1 table at door for registration SET UP TO BE COMPLETED MORNING OF OR NIGHT BEFORE</p>							

Stella Luna

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75070	New Request	Compton Center		3/2/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	staff lounge	Lounge	23	3/2/2016 1:27:28 PM	3/2/2016		
4-28-16 ACCREDITATION WORKSHOP 1-3pm (Dr. Curry)							
1) Set up 80 chairs lecture style 2) set up 1 table at door for registration							
SET UP TO BE COMPLETED MORNING OF OR NIGHT BEFORE							
Stella Luna							

75093	Closed Work	Compton Center		3/3/2016			\$0.00
High	Anaya, Homero	J - Maintenance			3/8/2016		
Painting		Parking Lot	5	3/3/2016 9:02:15 AM	3/8/2016		
please paint four new spots in the D-park lot, thank you.							

75094	Closed Work	Compton Center		3/3/2016			\$0.00
Medium	Anaya, Homero	B-Library			3/8/2016		
Painting		1st Floor	5	3/3/2016 9:08:58 AM	3/8/2016		
please remove the letters from the old library and keep them in a good place, thank you.							

75096	Work In	Compton Center		3/3/2016			\$0.00
High	stuart, roger	T - CHILD DEV					
Electrical	all over the dept.	Classroom	22	3/3/2016 9:23:52 AM	3/3/2016		
please replace light bulb in the CDC ASAP, thank you.							

75115	Closed Work	Compton Center		3/3/2016			\$0.00
Medium	Mitchell, Alice	X - GYM			3/21/2016		
Doors and Hardware	weight room	1st Floor	18	3/3/2016 4:44:36 PM	3/21/2016		
The south-east doors to the gymnasium is decayed and broken. The doors are located in the weight room portion of the gym. The doors cannot be secured due to dilapidated wood and other damage.							

Please replace door asap.

Lt. Box Time Available: 8:00AM

Ramund Box

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75131	Closed Work	Compton Center		3/4/2016			\$0.00
High	Anaya, Homero	J - Maintenance			3/8/2016		
Vehicle Maintenance		Yard	4	3/4/2016 1:48:52 PM	3/8/2016		

please fix the flat on cart #5, thank you.

75203	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/21/2016		
Key and Lock		Locker Room	13	3/8/2016 1:17:11 PM	3/21/2016		

ERIC MENDOZA NEED KEY TO THE WOMEN'S LOCKER ROOM, TRAINING ROOM EXTERIOR DOOR FACING THE SWIMMING POOL, THANK YOU.

Alice Mitchell

75204	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/21/2016		
Key and Lock		Locker Room	13	3/8/2016 1:22:59 PM	3/21/2016		

LYDIA AYALA NEED KEY TO WOMEN'S LOCKER ROOM, TRAINING ROOM, THANK YOU.

Alice Mitchell

75205	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/22/2016		
Key and Lock	ATHLETICS	Office	14	3/8/2016 1:29:14 PM	3/22/2016		

SHANNON (SHAY) BROWN NEED KEY TO THE FRONT DOOR OF ATHLETIC BUILDING, OFFICE "A", STAFF RESTROOM IN ATHLETICS DEPT., THANK YOU.

Alice Mitchell

75206	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/21/2016		
Key and Lock	ATHLETICS	Office	13	3/8/2016 1:35:33 PM	3/21/2016		

VANESSA GARCIA NEED KEY TO THE FRONT DOOR, OFFICE "A", STAFF RESTROOM, THANK YOU.

Alice Mitchell

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
75208	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/21/2016		
Key and Lock		Locker Room	13	3/8/2016 1:39:58 PM	3/21/2016		
MERCEDDES LUNA NEED KEY TO WOMEN'S LOCKER ROOM, THANK YOU.							
Alice Mitchell							
75209	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/21/2016		
Key and Lock	WOMEN'S	Locker Room	13	3/8/2016 1:46:12 PM	3/21/2016		
AMANDA EVANS, BRITTNEY BLANKENSHIP NEED KEY TO THE WOMEN'S LOCKER ROOM, THANK YOU.							
Alice Mitchell							
75210	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/21/2016		
Key and Lock		Office	13	3/8/2016 1:53:56 PM	3/21/2016		
ART GARCIA NEED KEY TO FRONT DOOR OF ATHLETICS BUILDING, GYM EXTERIOR DOORS, GYM BALL CAGES PADLOCKS, LOBBY OFFICE DOOR, WEIGHT ROOM DOOR LEADING FROM THE GYM, STAFF RESTROOM. THANK YOU.							
Alice Mitchell							
75211	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Harris, Milton	X - GYM			3/21/2016		
Key and Lock		Office	13	3/8/2016 1:58:25 PM	3/21/2016		
JOE MANGNO NEED KEY TO THE ATHLETICS FRONT DOOR, OFFICE "B", STAFF RESTROOM. THANK YOU.							
Alice Mitchell							

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							
75216	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			3/11/2016		
Event Setup	STUDENT	Lounge	3	3/8/2016 3:24:25 PM	3/11/2016		
Mar 8, 9, 2016 ASB STUDY BREAK 12-3pm 1) clean and restock restrooms 2) set up 8 round tables with 6 chairs each 3) remove all other existing tables from the carpet/floor area 4) set up 2 6' tables for refreshments SET UP NIGHT BEFORE Stella Luna							
75217	Closed Work	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge			3/11/2016		
Event Setup	STUDENT	Lounge	3	3/8/2016 3:27:48 PM	3/11/2016		
Mar 11, 2016 BROTHER 2 BROTHER 12-4:30pm 1) clean and restock restrooms 2) set up 40 chairs assembly style 3) drop down screen 4) set up 2 6' tables for refreshments SET UP NIGHT BEFORE or MORNING OF BY 10:30 am Stella Luna							
75219	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	STAFF	Lounge	17	3/8/2016 3:34:38 PM	3/9/2016		
Mar 18, 2016 BROTHER 2 BROTHER 12-4:30pm 1) clean lounge 2) set up 40 chairs assembly SET UP NIGHT BEFORE or MORNING OF BY 10:30 am Stella Luna							
75221	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	STAFF	Lounge	17	3/8/2016 3:35:15 PM	3/9/2016		
Mar 28, 2016 BROTHER 2 BROTHER 12-4:30pm 1) clean lounge 2) set up 40 chairs assembly SET UP NIGHT BEFORE or MORNING OF BY 10:30 am Stella Luna							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75223	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	STUDENT	Lounge	17	3/8/2016 3:45:42 PM		3/9/2016	
<p>Mar. 30, 2016 DIVISION SHOWCASE 10am-1pm 1) clean lounge, restock restrooms 2) set up 100 chairs assembly style leaving enough room in front for showcase/performance 3) drop down screen 4) set up podium/mic 5) set up 1 table outside student lounge in front of windows with 2 chairs 6) outlet source needed from outside quad to indoor</p>							

SET UP NIGHT BEFORE

Stella Luna

75224	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	STUDENT	Lounge	17	3/8/2016 4:27:00 PM		3/9/2016	
<p>Mar. 23, 2016 S.T.E.M. Panel 3-4pm 1) set up 80 chairs assembly style 2) set up podium/mic 3) make available 2- 6' tables</p>							

SET UP NIGHT BEFORE or DAY OF BY 1:30 PM

Stella Luna

75225	Void	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	STUDENT	Lounge	17	3/8/2016 4:32:24 PM		3/24/2016	
<p>Mar. 24, 2016 WOMEN'S JEOPARDY 4-6pm 1) set up 70 chairs assembly style 2) set up podium/mic 3) set up 2 next to podium 4) 2- 6' tables for refreshments front of folding doors</p>							

SET UP NIGHT BEFORE or DAY OF BY 1:30 PM

Stella Luna

75226	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	X - GYM					
Event Setup	athletic field	Athletic Field	17	3/8/2016 4:41:37 PM		3/9/2016	
<p>Mar. 30, 2016 STAFF vs STUDENTS-KICKBALL 2-3:30pm 1) set up 30 chairs facing the stadium in front of handicap parking in lot "A" (do not leave chairs without ASB attendant)</p>							

DAY OF BY 1:00 PM

Stella Luna

Work Order Summary List 032516(1)

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75227	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Staff Lounge					
Event Setup	staff lounge	Lounge	17	3/8/2016 4:47:29 PM	3/9/2016		

Mar. 31, 2016 RE-ENTRY EDUCATION 1-2PM (Dr. Curry)
 1) clean/mop lounge 2)set up 100 chairs assembly style 3) allow space for power point 3) set up 1 table for registration with 1 chair

TO BE SET UP NIGHT BEFORE

Stella Luna

75228	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	student lounge	Lounge	17	3/8/2016 4:50:52 PM	3/9/2016		

Mar. 31, 2016 CESAR CHAVEZ CELEBRATION 11:30-1pm
 1) clean and restock restrooms 2) set up 6-6' tables in front between restrooms 3) set up 60 chairs assembly style 4) set up podium/mic

TO BE SET UP NIGHT BEFORE

Stella Luna

75229	Declined	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	student lounge	Lounge	17	3/8/2016 5:11:10 PM	3/9/2016		

Mar. 31, 2016 CESAR CHAVEZ CELEBRATION 11:30-1pm
 1) clean and restock restrooms 2) set up 100 chairs assembly style 4) set up podium/mic 3) make available 4 tables group to place where needed

TO BE SET UP NIGHT BEFORE or by 3pm DAY OF

Stella Luna

75230	Work In	Compton Center		3/8/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	student lounge	Lounge	17	3/8/2016 5:46:28 PM	3/9/2016		

4-18-16 ASB--KARAOKE 5-7pm
 1) clean and restock restrooms 2) set up 100 chairs 3) make available 4 ea 6' tables (group will place where needed)
 SET UP BY 3:30 PM DAY OF

Stella Luna

Work Order Summary List 032516(1)

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WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
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Description			Action Taken				
Requester Name							

75243	Closed Work	Compton Center		3/9/2016			\$0.00
High	Anaya, Homero	Foundation			3/21/2016		
Moving		Office	12	3/9/2016 1:06:23 PM	3/21/2016		

please remove all of the furniture from the old foundation building, thank you.

75293	New Request	Compton Center		3/11/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	studentlounge	Lounge	14	3/11/2016 12:32:39 PM	3/11/2016		

4-6-16 AMERICAN RED CROSS BLOOD DRIVE
8am-6pm
1) clean and restock restrooms 2) provide 90 chairs and 8 6' tables-GROUP WILL ARRANGE TO THEIR SPECS

COMPLETE BY NIGHT OF 4-4-16

Stella Luna

75294	New Request	Compton Center		3/11/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	studentlounge	Lounge	14	3/11/2016 12:39:02 PM	3/11/2016		

4-12-16 VOICES OF COMPTON:LITERARY/ARTS JOURNAL 11:30 am-12:30pm
1) clean and restock restrooms 2) set up 4-6' tables 1 next to podium, 1 registration, 2 for refreshments 3) set up 150 chairs assembly style 4) drop down screen 5) set up podium/mic
Please Setup night before

COMPLETE BY NIGHT OF 4-4-16

Stella Luna

75312	Work In	Compton Center		3/14/2016			\$0.00
High	Harris, Milton	A-Administration					
Key and Lock		Restroom (Women)	11	3/14/2016 9:19:52 AM	3/14/2016		

SANDRA APARICIO NEED A REPLACEMENT KEY FOR THE WOMEN RESTROOM IN THE ADMINISTRATION BUILDING, THANK YOU.

Work Order Summary List 032516(1)

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Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75454	Closed Work	Compton Center		3/21/2016			\$0.00
High	Mitchell, Alice	Voc-Tech			3/22/2016		
Custodial		Restroom (Women)	1	3/21/2016 4:05:19 PM	3/22/2016		
please put toilet paper and hand towels in the women restroom, thank you.							

75463	Closed Work	Compton Center		3/22/2016			\$0.00
Medium	Harris, Milton	L - Industrial Education			3/22/2016		
Doors and Hardware	SSC BUILDING	Exit Door		3/22/2016 9:35:23 AM	3/22/2016		
please repair the door in the new library, thank you.							

75465	Closed Work	Compton Center		3/22/2016			\$0.00
Medium	Harris, Milton	V - FINANCIAL AID			3/22/2016		
Electrical		Laboratory		3/22/2016 9:42:18 AM	3/22/2016		
please replace the lights that are out in our lab,(36 of them) thank you.							

75466	Closed Work	Compton Center		3/22/2016			\$0.00
Medium	Harris, Milton	C-Classrooms			3/22/2016		
Carpentry	H.R.-C-37	Office		3/22/2016 9:46:43 AM	3/22/2016		
please replace the ceiling tiles in H.R., THANK YOU.							

75467	Closed Work	Compton Center		3/22/2016			\$0.00
Medium	Harris, Milton	C-Classrooms			3/22/2016		
Electrical	H.R. BUILDING	Office		3/22/2016 9:50:24 AM	3/22/2016		
please replace the light bulbs that are out, thank you.							

75469	Closed Work	Compton Center		3/22/2016			\$0.00
Medium	Harris, Milton	B-Library			3/22/2016		
Doors and Hardware	SSC BUILDNG	Exit Door		3/22/2016 10:01:11 AM	3/22/2016		
please repair the door in SSC BUILDING put a metal plate in that door so that it will close right, thank you.							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75470	Closed Work	Compton Center		3/22/2016			\$0.00
Medium	Harris, Milton	A-Administration			3/22/2016		
Doors and Hardware		Office		3/22/2016 10:39:20 AM	3/22/2016		
please repair the lock on the half door in the CEO office, thank you.							

75472	Closed Work	Compton Center		3/22/2016			\$0.00
Medium	Harris, Milton	MIS			3/22/2016		
Doors and Hardware		1st Floor		3/22/2016 11:09:57 AM	3/22/2016		
please replace the electric lock in the MIS BUILDING on the door, thank you.							

75478	Work In	Compton Center		3/22/2016			\$0.00
Medium	Mitchell, Alice	Student Lounge					
Event Setup	studentlounge	Lounge	3	3/22/2016 12:46:27 PM	3/24/2016		
3-29-16 FIN. AID "MONEY MATTERS" 9am-2pm 1) clean and restock restrooms 2) set up 100 chairs assembly style 2) set up 2 tables for registration at door entrance 3) set up 2 tables for refreshments 4) set up podium/mic PLEASE SET UP NIGHT BEFORE Stella Luna							

75490	Work In	Compton Center		3/22/2016			\$0.00
High	Fleming,	A-Administration					
Custodial		Board/Conference	3	3/22/2016 4:09:35 PM	3/22/2016		
please set up the boardroom after the board meeting tonight, for Wednesday 23, 2016 with 3 round tables with 8 chairs around each table, please clean if need, please have it ready tonight. Thank you.							

75494	Closed Work	Compton Center		3/23/2016			\$0.00
Medium	Harris, Milton	Voc-Tech			3/24/2016		
Carpentry	SRC-BUILDING	Office	1	3/23/2016 8:14:07 AM	3/24/2016		
please send someone over to the Special Resource Center to hang some picture, Procedures for Emergencies. Thank you.							

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75495	Work In	Compton Center		3/23/2016			\$0.00
High	Owens, Linda	Q - CAFETERIA					
Exhaust Fans		Kitchen	2	3/23/2016 8:18:55 AM	3/23/2016		

please send someone over to the cafeteria to look at the fan over the grill, it need to be serviced. Thank you.

75496	Work In	Compton Center		3/23/2016			\$0.00
Medium	stuart, roger	Q - CAFETERIA					
Plumbing		Kitchen	2	3/23/2016 8:31:17 AM	3/23/2016		

please send someone over to fix the leak in the sink, thank you.

75497	Work In	Compton Center		3/23/2016			\$0.00
High	Anaya, Homero	Q - CAFETERIA					
Painting	JANITOR	Closet Area	2	3/23/2016 8:39:26 AM	3/23/2016		

please send someone to seal up the hole in the wall, thank you.

75498	Work In	Compton Center		3/23/2016			\$0.00
Medium	Anaya, Homero	Q - CAFETERIA					
Painting		Kitchen	2	3/23/2016 8:44:27 AM	3/23/2016		

please paint the kitchen in the cafeteria, thank you.

75499	Work In	Compton Center		3/23/2016			\$0.00
Medium	Mitchell, Alice	V-72 Campus Police					
Electrical	electrical outler	1st Floor	2	3/23/2016 8:48:23 AM	3/23/2016		

The electrical outlet near the armory is partially disconnected from the wall causing the wiring to be exposed. Please repair ASAP. It seems the screws need to be tightened or replaced.

Lt. Box Time Available: 8:00AM

Ramund Box

75500	Closed Work	Compton Center		3/23/2016			\$0.00
Medium	Harris, Milton	Q - CAFETERIA			3/24/2016		
Carpentry		Exit Door	1	3/23/2016 8:54:13 AM	3/24/2016		

please replace the door stop, thank you.

Work Order Summary List 032516(1)

Selected Date Range for Request Dates: 4/1/2015 - 3/25/2016 Order By Work Order ID, Status, Location

WOID	Status	Location	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Building	Reason	Deferred Until	Actual Completion Date		
Craft	Area Number	Area Description	Days Aged	Created On	Last Status Change Date		
Description			Action Taken				
Requester Name							

75502	Work In	Compton Center		3/23/2016			\$0.00
Medium	Fleming,	Q - CAFETERIA					
Custodial		Restroom (Men)	2	3/23/2016 9:26:48 AM	3/23/2016		

please adjust the toilet paper dispenser in the restroom it stuck and will not let the paper come out, thank you.

75523	Closed Work	Compton Center		3/23/2016			\$0.00
High	Harris, Milton	M- Industrial Education			3/23/2016		
Electrical		Classroom		3/23/2016 11:35:01 AM	3/23/2016		

please send someone over to turn on the power, thank you. Thank you.

75525	Work In	Compton Center		3/23/2016			\$0.00
Medium	Harris, Milton	L - Industrial Education					
Doors and Hardware	SSC- BUILDING	Exit Door	2	3/23/2016 11:42:28 AM	3/23/2016		

please fix the double doors panic hardware exit device, thank you.

75531	Work In	Compton Center		3/23/2016			\$0.00
High	stuart, roger	D-Classrooms					
Plumbing	staff women	Restroom (Women)	2	3/23/2016 3:12:07 PM	3/23/2016		

please put toilet paper in the D-row, the G-row need to be fix the toilet is not flashing right. Thank you.

75560	Work In	Compton Center		3/24/2016			\$0.00
Medium	Turano, Debbie	Quad					
Event Setup	LRC QUAD	Yard	1	3/24/2016 3:25:17 PM	3/25/2016		

4-7-16 CSU Dominguez Hills Day at Compton 10am-1pm
 1) Set up as per Diagram (sent via email) 2) Use our special events canopies to cover tables along walk way for resource fair participants - if possible also cover food tables.
 NOTE: if not enough SE canopies for food area use 1-2 from Outreach dept.

Stella Luna

Count: 623 Work Orders	Avg. Age of WO's 59	Grand Total	1.05000001	\$21.33
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