

# IMMEDIATE NEED REQUEST

2018-19

*Approved in Cabinet 7/24/18. Bill Smaggin*



Requested by: (Unit, Department, Division or Vice President)					
		Date to VP: 7/19/2018			
Location	(Fill-in)	Reviewed By (Signature):			
Department or Unit:	Custodial Services	<i>Bill Holt</i>		Date to Cabinet:	
Division:	Facilities Planning & Management			Outcome:	
Vice President:	Mike Gregoryk	<i>MACP</i>			
Budget Request(s)	Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)	An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.	Amount	One-time	Ongoing	Approved
1. Increase to College Pest Control Program	The college has seen a significant increase in rodent and insect activity across the campus in the last 12-24 months. This increase appears to be a result of the Athletic Complex and Parking Lot M construction activities. An increase in funding is needed to establish an agreement with our current pest control service provider for work considered outside the base contract, such as exterior power spraying, ant remediation, and large scale rodent capture and removal.	\$15,000	X		
11000-625000-589000-651000					
2.					
Account Number(s):					
3.					
Account Number(s):					

\*\* Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.