



**Marion County  
Board of County Commissioners**

**Procurement Services**

2631 SE Third St  
Ocala, FL 34471  
Phone: 352-671-8444  
Fax: 352-671-8451

**PROJECT CLOSE OUT MEETING REQUEST FORM**

Project Name	Kronos Incorporated		
Project Code	ITC000002	Contract Number	21C-007
End-Using Dept.	Countywide		
Project Budget	\$440,662.00 ✓		
Final Project Costs	\$423,309.27 ✓		
Remaining Funds	\$17,352.73 ✓		
Funding Restrictions (Grant, Etc.)	N/A		
Construction Manager Name	Rita Wilemon (IT Applications Manager)		

**Documentation Provided**

Copy of Dept. Acceptance letter: ☐ Yes ☒ No

Date Final Request for Payment Received 6/10/2022

Facilities Director/ Project Manager Signature:

**Administrative Use**

Date Meeting Request Received:  Date of Project Close Out Meeting

**Project Completion Certification (To be completed & signed during CPM):**

**Recommendation for Remaining Project Funds**

Information Technology recommends the remaining funds under General Fund, AA700519, be moved to the Enterprise Resource Planning Capital Project, ESC000001.

3/19/25  
Department Signature Date

N/A  
Facilities Management Signature Date

5/9/25  
Budget Signature Date

3/19/25  
Information Technology Signature Date

Debbie Core 3/24/2025  
Procurement Services Signature Date

4/4/2025  
Administration/Fiscal Signature Date