

FORT BEND COUNTY FY 2010
COMMISSIONERS COURT AGENDA REQUEST FORM
Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: **May 19, 2010**

Submitted By: **Laura Dougherty**

Court Agenda Date: **May 25, 2010**

Department: **Facilities Management & Planning**

Phone Number: **281-633-7017**

SUMMARY OF ITEM: **Approve Invoice No. XDMXNK492, in the amount of \$211.17, from Dell, for FF & E Costs associated with the Missouri City Annex.**

RENEWAL AGREEMENT/APPOINTMENT YES ☐ NO ☐
REVIEWED BY COUNTY ATTORNEY'S OFFICE: YES ☐ NO ☐

List Supporting Documents Attached: **Invoice**

FINANCIAL SUMMARY:

BUDGETED ITEM: YES ☒ NO ☐

FUNDNG SOURCE: Accounting Unit: **732418888** Account Number:
 Activity (If Applicable): **P418B-06PCT2**

DESCRIPTION OF LAWSON ACCOUNT: **PCT Mo City Annex**

Instructions to submit Agenda Request Form:

- Completely fill out agenda form: incomplete forms will not be processed.
- Agenda Request Forms should be submitted by e-mail, fax, or inter-office mail, and all back-up information must be provided by Wednesday at 2:00 p.m. to all those listed below.
- All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday.

DISTRIBUTION:

Original Form Submitted with back up to County Judge's Office ☐ (✓ when completed)

If by E-Mail to ospindon@co.fort-bend.tx.us

If by Fax to (281) 341-8609

Distribute copies with back-up to all listed below. If by fax, send to numbers below:

<input type="checkbox"/> Auditor	(281-341-3774)	<input type="checkbox"/> Comm. Pct. 1	(281-342-0587)
<input type="checkbox"/> Budget Officer	(281-344-3954)	<input type="checkbox"/> Comm. Pct. 2	(281-403-8009)
<input type="checkbox"/> Facilities/Planning	(281-633-7022)	<input type="checkbox"/> Comm. Pct. 3	(281-242-9060)
<input type="checkbox"/> Purchasing Agent	(281-341-8642)	<input type="checkbox"/> Comm. Pct. 4	(281-980-9077)
<input type="checkbox"/> Information Technology	(281-341-4526)	<input type="checkbox"/> County Clerk	(281-341-8697)
<input type="checkbox"/> Other:		<input type="checkbox"/> County Atty	(281-341-4557)

RECOMMENDATION / ACTION REQUESTED:

Special Handling Requested (specify):

FM 101370

OK
PAB

DELL

13756

This is your INVOICE

Page 1 Of 1

FID Number: 74-2616805
Sales Rep: JENNIFER SHEAR
For Sales: (800) 981 - 3355
Sales Fax: (800) 433 - 9527
Customer Service: (800) 981 - 3355
Technical Support: (800) 981 - 3355
Dell Online: www.dell.com

Customer Number: 103599870
Purchase Order: 45831
Order Number: 144906448
Order Date: 02/04/10

Invoice Number: XDMXNK492
Invoice Date: 02/04/10
Payment Terms: NET DUE 30 DAYS
Due Date: 03/06/10
Shipped Via: STANDARD GROUND
Waybill Number: 1836920370314012

SOLD TO:
 ACCOUNTS PAYABLE
 FORT BEND COUNTY AUDITOR/ MIS
 IT
 301 JACKSON ST
 RICHMOND, TX 77469

PO# 45631
 R# 105932
 Line 4

SHIP TO:
 FORT BEND COUNTY
 303 TEXAS PKWY STE 202
 SOCIAL SERVICES MISSOURI CITY
 MISSOURI CITY, TX 774891133

PLEASE REVIEW DELL'S [TERMS & CONDITIONS OF SALE AND POLICIES AT www.dell.com/us/policy](http://www.dell.com/us/policy) OR UPON REQUEST, WHICH GOVERN THIS TRANSACTION

Ordered	Shipped	Item Number	Description	Unit	Unit Price	Amount
3	3	A1139054	WIRELESS LASER DESKTOP SET 400 0 SN#9063700348250	EA	70.39	211.17

RECEIVED
 APR 13 2010
 County Auditor

FOR SHIPMENTS TO CALIFORNIA, A STATE ENVIRONMENTAL FEE OF UP TO \$25 PER ITEM WILL BE ADDED TO INVOICES FOR ALL ORDERS CONTAINING A DISPLAY GREATER THAN 4 INCHES. PLEASE KEEP ORIGINAL BOX FOR ALL RETURNS. COMPREHENSIVE, ONLINE CUSTOMER CARE INFORMATION AND ASSISTANCE IS A CLICK AWAY AT WWW.DELL.COM/PUBLIC-ECARE TO ANSWER A VARIETY OF QUESTIONS REGARDING YOUR DELL ORDER.

Ship. &/or Handling	\$	0.00
Subtotal	\$	211.17
Taxable	Tax	
\$ 0.00	\$	0.00
ENVIRO FEE	\$	0.00
Invoice Total	\$	211.17

DETACH AT LINE AND RETURN WITH PAYMENT

DELL

Invoice Number: XDMXNK492
Customer Name: FORT BEND COUNTY AUDITOR/ MIS
Customer Number: 103599870
Purchase Order: 45831
Order Number: 144906448
Associated Order: 144906315

MAKE CHECK PAYABLE/REMIT TO:

DELL MARKETING L.P.
 PO BOX 678021
 C/O DELL USA L.P.
 DALLAS, TX 752676021

Ship. &/or Handling	\$	0.00
Subtotal	\$	211.17
Taxable	Tax	
\$ 0.00	\$	0.00
ENVIRO FEE	\$	0.00
Invoice Total	\$	211.17
	\$	
	\$	
Balance Due	\$	211.17
Amount Enclosed		

xDryht