

**FORT BEND COUNTY    FY 2009**  
**COMMISSIONERS COURT AGENDA REQUEST FORM**  
Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: **April 22, 2009**  
Court Agenda Date: **April 28, 2009**

Submitted By: **Laura Dougherty**  
Department: **Facilities Management & Planning**  
Phone Number: **281-633-7017**

**SUMMARY OF ITEM:**

**Approve Invoice # 09-30348, in the amount of \$796.38, from QC Labs, Inc., for Materials Testing for the Pct 2 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

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

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

**RECOMMENDATION / ACTION REQUESTED:**

Special Handling Requested (specify): **Please Approve**

FM 90323

QC Laboratories, Inc.  
10810 Northwest Freeway  
Houston, TX 77092  
(713) 695-1133

# Invoice

DATE	INVOICE #
3/31/2009	09-30348

BILL TO
Fort Bend County Director Facilities & Planning Dev. Attn: Don Brady 1402 Band Road, Ste 100 Rosenberg, TX 77471

*Handwritten signature and date: 4-21-09*

*PO # 30409  
R # 59042*

Project #	Terms	Project	Purchase Order
09M6536	Net 30 Days	Missouri City Courth...	

DATE	REPORT #	DESCRIPTION	QTY	RATE	AMOUNT
03/30/2009	1-181-000001	Project Set Up	1	60.00	60.00
		Engineering Technician	2.5	40.00	100.00
		Vehicle Charge	1	55.00	55.00
	1-181-000002	Atterberg Limits (ASTM D-4318)	1	40.00	40.00
		Minus #200 Sieve Analysis ( ASTM D-1140)	1	45.00	45.00
	1-181-000003	Atterberg Limits (ASTM D-4318)	1	40.00	40.00
		Minus #200 Sieve Analysis ( ASTM D-1140)	1	45.00	45.00
		Moisture/Density Relationship (ASTM D-698 Method A)	1	135.00	135.00
		Copy Plans & Specifications	1	276.38	276.38

			<b>Total</b>	\$796.38
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*Handwritten signature and initials: BR*

RECEIVED  
APR 17 2009  
*Handwritten mark: W*