

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: May 20, 2009	Submitted By: Laura Dougherty
Court Agenda Date: May 26, 2009	Department: Facilities Management & Planning
	Phone Number: 281-633-7017

SUMMARY OF ITEM:	
Approve Invoice # 20091765, in the amount of \$6,250.00, from LJA Engineering & Surveying, Inc., for Professional Services rendered for the George Memorial Library Renovations	
RENEWAL AGREEMENT/APPOINTMENT	YES <input type="checkbox"/> NO <input type="checkbox"/>
REVIEWED BY COUNTY ATTORNEY'S OFFICE:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
List Supporting Documents Attached: Invoice	

FINANCIAL SUMMARY:	
BUDGETED ITEM: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
FUNDING SOURCE: Accounting Unit: 732418888	Account Number:
Activity (If Applicable): P418B-06GMLIBRY	
DESCRIPTION OF LAWSON ACCOUNT: <u>GML Library Renovation</u>	

Instructions to submit Agenda Request Form:	
<ul style="list-style-type: none"> Completely fill out agenda form: incomplete forms <u>will not</u> 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 <input type="checkbox"/> (✓ 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 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)

<u>RECOMMENDATION / ACTION REQUESTED:</u>
Special Handling Requested (specify): Please Approve

FM90427

LJA Engineering & Surveying, Inc.

*Oct 6, 2009
J. Brady
5-15-09*



2929 Briarpark Drive Phone 713.953.5200
Suite 600 Fax 713.953.5026
Houston, Texas 77042-3703 www.ljaengineering.com

PO # 29498 R # 62083

Don Brady, Director
Fort Bend County
Facilities Management and Planning Department
1402 Band Road, Suite 100
Rosenberg, TX 77471

May 6, 2009
Project No: 1704-0002
Invoice No: 20091765

Project 1704-0002 George Memorial Library Site - Topographic and Boundary Survey

Authorization:

PO No. 29498

Invoice for Professional Services from March 28, 2009 to April 24, 2009

Engineering Services

Phase/Description	Contract Amount	Percent Complete	Billed To Date	Previous Billed	Current Billing
205 Topographic and Boundary Survey	12,500.00	100.00	12,500.00	6,250.00	6,250.00
Total Fee	12,500.00		12,500.00	6,250.00	6,250.00
	Total Fee			6,250.00	

Total Amount Due

\$6,250.00
Don Brady

Approved By: _____

Keith Monroe

Keith Monroe