

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: **June 11, 2009**

Submitted By: **Laura Dougherty**

Court Agenda Date: **June 23, 2009**

Department: **Facilities Management & Planning**

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

SUMMARY OF ITEM:

Approve Invoice No. 28, in the amount of \$366.92, to Bailey Architects, for Architectural Services rendered for the Needville Service Center

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-06NEEDVIL**

DESCRIPTION OF LAWSON ACCOUNT: **R&B Needville Facility**

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 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**

pm00412

BAILEY ARCHITECTS

4100 South Shepherd
Houston, Texas 77098.5399

PO Box 540363
Houston, Texas 77254.0363

Tel 713.524.2155
Fax 713.524.3947

www.baileyarchitects.com

*02/26/09
All Bids
6-11-9*

Fort Bend County
Facilities Mgmt & Planning Dept
1402 Band Road
Rosenberg, TX 77471
Attn: Laura Dougherty

Administrative Manager

April 30, 2009
Invoice No: 28
Project No: 07016

Re: Fort Bend-Needville Service Center

P O # - PC 00100001573

RECEIVED
MAY 08 2009
BY: *Duffy*

PO # 13762
R# 65200
(line 2)

Professional Services for the period April 1, 2009 to April 30, 2009

Architectural Services

Description	Contract Amount	Percent Complete	Fee Earned to Date	Previously Billed	Current Amount Due
Schematic Design	11,300.00	100.00%	11,300.00	11,300.00	0.00
Design Development	21,180.00	100.00%	21,180.00	21,180.00	0.00
Construction Documents	129,839.75	100.00%	129,839.75	129,839.75	0.00
Negotiations	9,000.00	100.00%	9,000.00	9,000.00	0.00
Construction Admin	24,330.25	92.00%	22,383.83	22,383.83	0.00
	<u>195,650.00</u>		<u>193,703.58</u>	<u>193,703.58</u>	<u>0.00</u>

Reimbursable Expenses

Reproduction/Printing	32.21 ✓
Consultant Reimbursables	334.71 ✓
Total Reimbursable Expenses	\$366.92 ✓

Total Amount Due this Invoice

\$366.92

L. Dougherty

Approved *Duffy*