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**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: 12/7/09

Submitted By: Lt. Rodney Glendenning

Department: Sheriff's Office

Court Agenda Date: 12/15/09

Phone Number: 281 340-4754

**SUMMARY OF ITEM:** Repairs to alarm system done without a Purchase Order in 2009

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

List Supporting Documents Attached: Invoice transmittal, invoice from Sprowl's Security Service and memo from Lt Glendenning

**DESCRIPTION OF LAWSON ACCOUNT:** Fees

**FINANCIAL SUMMARY:**

**BUDGETED ITEM:** YES X NO

**FUNDNG SOURCE:** Accounting Unit: 225560112 Account Number: 63000

Activity (If Applicable):

**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 X (✓ 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:

X	Auditor	(281-341-3774)	X	Comm. Pct. 1	(281-342-0587)
X	Budget Officer	(281-344-3954)	X	Comm. Pct. 2	(281-403-8009)
X	Facilities/Planning	(281-633-7022)	X	Comm. Pct. 3	(281-242-9060)
X	Purchasing Agent	(281-341-8642)	X	Comm. Pct. 4	(281-880-9077)
X	Information Technology	(281-341-4526)	X	County Clerk	(281-341-8697)
<input type="checkbox"/>	Other:		X	County Atty	(281-341-4557)

**RECOMMENDATION / ACTION REQUESTED:**

Special Handling Requested (specify):

FORT BEND COUNTY AUDITOR  
ACCOUNTS PAYABLE  
County Auditor Form 1016  
( Rev. 11/07 )

# INVOICE TRANSMITTAL

225560112
63000
Sprowl's Security Service

Vendor #	17906	
Vendor Name	Sprowl's Security Service	
Address		
City		
State	Zip Code	Date
		12/07/09

Invoice #/Invoice Date/Desc
Repair alarm system - 6/18/09

Amount
\$ 86.25
Total \$ 86.25

County Auditor's Use Only
CC Approval Date
Check Type
Audited By
Received
Paid

*Lon Ann Mullins*  
Authorized Department Approval

Treasurer's Register Stamp and Number
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**Sprowl's Security Service**

502 William Morton  
 Richmond, Texas 77408  
 281-842-3232

**Invoice**

Number: 1661

Date: June 25, 2009

**BNI To:**

FORT BEND COUNTY DRUG ENFORCEMENT  
 12503 ENCHANGE DR. SUITE 524  
 STAFFORD, TX 77477

**Ship To:**

FORT BEND COUNTY DRUG ENFORCEMENT  
 12503 ENCHANGE DR. SUITE 524  
 STAFFORD, TX 77477

PO Number	Account No.
RAIDG-282300-002221	

Date	Description	Hours	Rate	Tax	Amount
6-18-09	SERVICE CALL	1.50	57.50	✓	86.25
FALSE ALARMS ON MOTION DET. REAR..... REPLACED END OF LINE REGISTER.....					

Sub-Total

\$86.25

State Tax 8.25% on 86.25

7.12

Total

\$93.37

OK,  
 [Signature]

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$93.37	\$0.00	\$0.00	\$0.00	\$93.37

## **Lou Ann Mullings**

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**From:** Rodney Glendening [glendrod@co.fort-bend.tx.us]  
**Sent:** Thursday, December 03, 2009 11:03 AM  
**To:** Lou Ann Mullings  
**Subject:** Invoice #1661

Mrs. Mullins, in regards to the invoice # 1661 from the business of Spowl's Security Service this purchase was made during exigent circumstances which required a P.O. This item was an electronic "problem" in which the alarm system for the building was malfunctioning. The alarm system secures a building that houses evidence, weapons and confidential reports.

Lt. R. Glendening