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FORT BEND COUNTY ²⁰¹⁰ **FY 2009** *Funds*
COMMISSIONERS COURT AGENDA REQUEST FORM
Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: 12/23/09

Submitted By: Lou Ann Mullings

Court Agenda Date: 1/5/10

Department: Sheriff's Office

Phone Number: 281 341-4639

SUMMARY OF ITEM: Start-up facility maintenance performed without a Purchase Order

RENEWAL AGREEMENT/APPOINTMENT YES ☐ NO ☒

REVIEWED BY COUNTY ATTORNEY'S OFFICE: YES ☐ NO ☒

Documents: Invoice transmittal, invoice from Carter Global Lee and memo from Sgt Rader

FINANCIAL SUMMARY:

BUDGETED ITEM: YES ☒ NO ☐

FUNDNG SOURCE: Accounting Unit: 100512100
Activity (If Applicable):

Account Number: 63000

DESCRIPTION OF LAWSOM ACCOUNT: Fees

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) 341-8809

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 (281-242-8080)
<input checked="" type="checkbox"/> Purchasing Agent (281-341-8642)	<input checked="" type="checkbox"/> Comm. Pct. 4 (281-980-8077)
<input checked="" type="checkbox"/> Information Technology (281-341-4526)	<input checked="" type="checkbox"/> County Clerk (281-341-8897)
<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> 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

100512100
63000
Grants & Projects (if needed)

Vendor #	12907
Vendor Name	Carter Goble Associates, Inc.
Address	
City	
State	Zip Code
	Date
	12/23/2009

Invoice #/Invoice Date/Desc
Invoice dated 9/30/09

Amount
40,845.00
Total
40,845.00

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

Lon Ann Melling
 Authorized Department Approval

Treasurer's Register Stamp and Number



Carter Goble Lee

Invoice

Lt. Quam
1410 Ransom Rd.
Richmond, TX 77469

Invoice Number:
Invoice Date: September 30, 2009
Services Through: September
Project: Contract Period From September 2009 through August 2010

	<u>Approved Budget</u>	<u>Total Expenses</u>	<u>Prior Invoices</u>	<u>Current Invoice</u>
A. Maintenance Base Fee	1,110,420.00	0.00	0.00	0.00
B. Start Up *	0.00	10,000.00	0.00	10,000.00
B. Reimbursable Expenses **	0.00	30,845.00	0.00	30,845.00
C. Other	0.00	0.00	0.00	0.00
Total	1,110,420.00	40,845.00	0.00	40,845.00

Account Summary:

*(CMMS, staffing, HR support, system set up, travel)

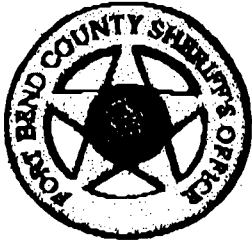
** (represents 33% or 10 days of base fee from Sept. 21 through Sept 30)

Total Expenses	40,845.00
Prior Payments	0.00
Amount Currently Outstanding	40,845.00

Please make checks payable to Carter Goble Lee, LLC.

If you should have any questions regarding this invoice please call Bill Hardison at 770-716-0081.

	<u>Description</u>	<u>PO #</u>	<u>P O Date</u>	<u>Amount</u>
Start Up	(CMMS, staffing, HR support, system set up, travel)			10000
Partial Base	(represents 33% or 10 days of base fee from Sept 21 through Sept 30)			30845
Total				40845



FORT BEND COUNTY SHERIFF'S OFFICE

1410 WILLIAMS WAY BLVD.

RICHMOND, TEXAS 77469

To: Kathleen Barnes

From: Sgt. A.C. Rader

Date: November 16, 2009

Re: Carter Goble Lee – September Invoice

Funds were not allocated in the Fiscal Year 2009 budget for Carter Goble Lee. The Sheriff's Office has received an invoice in the amount of \$40,845.00 for start up expenses and other reimbursable expenses which occurred in the month of September.