

**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: **February 17, 2010**  
Court Agenda Date: **February 23, 2010**

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

**SUMMARY OF ITEM:** **Approve Invoice # TMG-516, in the amount of \$6,730.62, to The Maddox Group, Inc. for Professional Services rendered for the Sienna Library.**

RENEWAL AGREEMENT/APPOINTMENT                      YES ☐                      NO ☐  
REVIEWED BY COUNTY ATTORNEY'S OFFICE:        YES ☒                      NO ☐

List Supporting Documents Attached: **Invoice**

**FINANCIAL SUMMARY:**

BUDGETED ITEM:    YES ☒                      NO ☐

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

DESCRIPTION OF LAWSON ACCOUNT: **Sienna Branch Library**

**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 100299

T H E M A D D O X G R O U P, I N C.

*Oct 2009  
Don Brady  
2/15/10*

I N V O I C E

<b>Bill To</b>
Fort Bend County Facilities & Planning Department 1517 Ransom Road, Suite 500 Richmond, TX 77469 Attn: Don Brady

Date	Invoice #
2/9/2010	TMG-516

*PO# 24617  
R# 94501*

Period
January 2010

Hours	Description	Rate	Amount
	P.O. Number: PC 04700003250		
46.25	Hourly Labor - Corinne Maddox	150.00	6,937.50
	Reimbursable Expenses - Corinne Maddox	140.00	140.00
	Retainage withheld from this invoice - 5% of total labor	-346.88	-346.88
<div data-bbox="581 1612 893 1785" data-label="Text"> <p>RECEIVED FEB 12 2010 BY: <i>RS</i></p> </div>			
Thank you for your business!			<div data-bbox="1339 1785 1526 1858" data-label="Text"> <p><i>anybody</i></p> </div>
<b>Balance Due</b>			<b>\$6,730.62</b>