

**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**

Submitted By: **Laura Dougherty**

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

Department: **Facilities Management & Planning**

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

**SUMMARY OF ITEM:** **Approve Invoice No. 229427, in the amount of \$502.17, from Worthington Direct, for FF & E expenses associated with the Missouri City Annex.**

**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-06PCT2**

**DESCRIPTION OF LAWSON ACCOUNT:** **PCT Mo City Annex**

**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 type="checkbox"/> Auditor (281-341-3774)	<input type="checkbox"/> Comm. Pct. 1 (281-342-0587)
<input type="checkbox"/> Budget Officer (281-344-3954)	<input type="checkbox"/> Comm. Pct. 2 (281-403-8009)
<input type="checkbox"/> Facilities/Planning (281-633-7022)	<input type="checkbox"/> Comm. Pct. 3 (281-242-9060)
<input type="checkbox"/> Purchasing Agent (281-341-8642)	<input type="checkbox"/> Comm. Pct. 4 (281-980-9077)
<input type="checkbox"/> Information Technology (281-341-4526)	<input type="checkbox"/> County Clerk (281-341-8697)
<input type="checkbox"/> Other:	<input type="checkbox"/> County Atty (281-341-4557)

**RECOMMENDATION / ACTION REQUESTED:**

**Special Handling Requested (specify):**

# WORTHINGTON

## DIRECT

The New Leader in Wholesale School Furniture

FM100206  
**Worthington Direct**

6301 Gaston Ave. Suite #670

P.O. Box 140038

Dallas, TX 75214-0038 USA

Telephone: 800/599-6636

### Bill To:

FORT BEND COUNTY AUDITOR  
ACCOUNTS PAYABLE  
301 JACKSTON ST  
RICHMOND, TX 77469  
U.S.A.

PO # 44231

R# 94505

### Ship To:

FORT BEND COUNTY AUDITOR  
DEBBIE KAMINSKI  
303 TEXAS PARKWAY, STE 202  
MISSOURI CITY, TX 77489  
U.S.A.

19831  
**Invoice 229427** cm

Invoice Date 01/13/10

732

44231

Customer	Ship Via	F.O.B.		Terms	
FOR249				Net 30 Days	
Purchase Order Number		Salesperson		Order Date	Our Order Number
44231		NR		01/08/10	218064
Quantity Ordered	Quantity Shipped	Item Number	Unit of Measure	Unit Price	Extended Price
	Back Ordered	Item Description (Customer Part No.)		Discount %	Tax
4		4 90024S	EA	91.15	364.60
		0 765 18"X34" MEDIUM OAK TOP, BLACK FRAME, 22"-30" LEGS, JUNIO		N	
1		1 FREIGHT	EA	137.57	137.57
		0 FREIGHT CHARGES		N	
Net due on 02/12/10		<div data-bbox="464 1680 836 1911" data-label="Image"> </div> <div data-bbox="954 1633 1274 1822" data-label="Image"> </div>		<div data-bbox="977 1856 1546 1995" data-label="Text"> <p>Nontaxable Subtotal 502.17 Taxable Subtotal 0.00 Tax 0.00 Total Invoice 502.17</p> </div>	

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