

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: **March 17, 2010**

Submitted By: **Laura Dougherty**

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

Department: **Facilities Management & Planning**

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

SUMMARY OF ITEM: **Approve Invoice No. 50992, in the amount of \$6,600.00, from Imperial Woodworks, Inc. 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

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):

Fm100850

INVOICE



ok to pay
3-16-10

WOODWORKS, INC.

Manufacturing Church Furniture

P.O. BOX 7835 WACO, TEXAS 76714-7835 PHONE (254) 741-0606 (800) 234-6624

INVOICE NO.	INVOICE DATE	DUE DATE
50992	01/14/10	01/14/10

Bill To:

Ship To:

Fort Bend County
County Auditor
301 Jackson
Richmond, TX 77471

Fort Bend County
307 Texas Parkway
Missouri City, TX 77489

PO# 42876
R# 98236
Customer No.

42037

DATE SHIPPED	SHIPPED VIA	TERMS	SALESMAN	SALES ORDER NO.
01/15/10	IWI		006	42037

courtroom benches



Contract amount	6,600.00
Freight	0.00
Balance before payments	6,600.00
Payments	0.00
Total due	6,600.00

Accounts not paid within terms will be assessed a monthly
finance charge of 1 % of the balance.

Thank You!



We hereby certify that these goods were produced in compliance with all applicable requirements of Section 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof