

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 # 3001063-0, in the amount of \$1,344.00, from Jones & Cook Stationers 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):

18890



PLEASE REMIT TO:
315 S. CLOSNER, EDINBURG, TX 78539
TERMS: DUE NET 10th OF MONTH FOLLOWING PURCHASE
RETURNS MUST BE DONE WITHIN 30 DAYS, IN RESALEABLE CONDITION



Km100437

132

OK to pay
3-16-10

01/22/10 3001063-0

SALESMAN 1218 TIME 11:59:10
WRITER 1216 PAGE 1
PHONE 281-238-3210

CUSTOMER # F03210 DEPT

CHARGE

PO #43784

BILLING ADDRESS

INVOICE

SHIPPING ADDRESS

FORT BEND COUNTY

ROUTE # 1260

HEALTH CLINIC

COUNTY AUDITOR

PACKER#

STE 148

301 JACKSON

307 TEXAS PARKWAY

RICHMOND

TX 77469

MISSOURI CITY

TX 77489

PO# 43784 R# 98194

BIN ITEM NBR.

CO. ITEM DESCRIPTION

ORDER	B/O	SHIP	UNIT D	EXTENDED
QTY	QTY	QTY	PRICE T	

Who Called : ALICE HALLGREN/281-403-8041

H322CL

HON FILE, LGL, 2DRW, 26.5"D, PY

EA

8

8

168.000 N

1344.00

SHIPPED WEIGHT (528.000)

Deane Guest
2-22-10

REMIT TO: 315 S. CLOSNER EDINBURG, TX 78539

SUB-TOTAL 1344.00

HEADQUARTERS
315 S. CLOSNER BLVD.
EDINBURG, TEXAS 78539
PHONE: (956) 383-3861

FAX: (956) 383-4674

FURNITURE REC'D WITH NO IMAGES

TOTAL

1344.00

5001 N. McCOLL
McALLEN, TEXAS 78504
PHONE: (956) 686-9576
FAX: (956) 687-2122

1460 N. EXPRESSWAY 77/83
BROWNSVILLE, TEXAS 78520
PHONE: (956) 546-0632
FAX: (956) 546-0640

431 S. TEXAS BLVD.
WESLACO, TEXAS 78596
PHONE: (956) 968-7517
FAX: (956) 969-4070

310 N. ED CAREY
HARLINGEN, TEXAS 78550
PHONE: (956) 428-0661
FAX: (956) 423-0666

11889 STARCHEST DR.
SAN ANTONIO, TEXAS 78247
PHONE: (210) 650-3995
FAX: (210) 650-5506

4934 GREENWOOD DR.
CORPUS CHRISTI, TEXAS 78416
PHONE: (361) 225-0772
FAX: (361) 225-3055

13003 SOUTHWEST FRWY., SUITE 170
STAFFORD, TEXAS 77477
PHONE: (281) 277-6500
FAX: (281) 277-6503

