

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 # TMG-523, in the amount of \$5,448.75, 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

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**

Fm100775

THE MADDUX GROUP, INC.

INVOICE

Bill To

Fort Bend County
Facilities & Planning Department
1517 Ransom Road, Suite 500
Richmond, TX 77469
Attn: Don Brady

Date	Invoice #
3/3/2010	TMG-523

PO #24617
R# 97731

Period
February 2010

Hours	Description	Rate	Amount
	P.O. Number: PC 04700003250		
37.5	Hourly Labor - Corinne Maddox	150.00	5,625.00 ✓
	Reimbursable Expenses - Corinne Maddox	105.00	105.00 ✓
	Retainage withheld from this invoice - 5% of labor cost	-281.25	-281.25 ✓
	Note: Amount invoiced now totals \$218,974.52 (deducting retainage) of total \$250,000.00 committed.		
RECEIVED MAR 08 2010 It's been a pleasure working with you!		Balance Due	\$5,448.75

FACILITY PLANNING PROJECT MANAGEMENT CONSTRUCTION MANAGEMENT

950 THREADNEEDLE | SUITE 145 | HOUSTON, TEXAS 77079 | TEL 281-497-5200 | FAX 281-497-5245 | www.maddoxgroup.com