

NOV 25 2013

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Dan Milam

TODAY'S DATE: November 18, 2013

DEPARTMENT:

Information Technology

SIGNATURE OF DEPARTMENT HEAD:

Dan Milam

REQUESTED AGENDA DATE:

November 25, 2013

SPECIFIC AGENDA WORDING:

Request consideration to purchase 4 ipads for IT Department. Three for new employees without data plans and one for IT Director with existing data plan.

PERSON(S) TO PRESENT ITEM:

Dan Milam

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 15

ACTION ITEM: XX

WORKSHOP: _____

(Anticipated number of minutes needed to discuss item) **CONSENT: _____**

EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY:

IT DEPARTMENT: _____

AUDITOR: _____

PURCHASING DEPARTMENT: XX

PERSONNEL: _____

PUBLIC WORKS: _____

BUDGET COORDINATOR: _____

OTHER: _____

*******This Section to be completed by County Judge's Office*******

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____

Date _____