

MAY 28 2013

**REQUEST FOR AGENDA PLACEMENT FORM**

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

**SUBMITTED BY:**

**TODAY'S DATE: May 21, 2013**

**DEPARTMENT: Purchasing**

**SIGNATURE OF DEPARTMENT HEAD: Margaret Cook**

**REQUESTED AGENDA DATE: May 28, 2013**

**SPECIFIC AGENDA WORDING: request court consider and approve a \$600.00 monthly charge for CSCD to have Laser Security pick-up their deposits each day.**

**PERSON(S) TO PRESENT ITEM:**

**SUPPORT MATERIAL: (Must enclose supporting documentation)**

**TIME:**

**ACTION ITEM:   5**

**WORKSHOP**

(Anticipated number of minutes needed to discuss item)

**CONSENT:**

**EXECUTIVE:**

**STAFF NOTICE:**

**COUNTY ATTORNEY: x**

**IT DEPARTMENT:**

**AUDITOR:** \_\_\_\_\_

**PURCHASING DEPARTMENT:** \_\_\_\_\_

**PERSONNEL:** \_\_\_\_\_

**PUBLIC WORKS:** \_\_\_\_\_

**BUDGET COORDINATOR:**

**OTHER:    Toby Ross - CSCD**

**\*\*\*\*\*This Section to be Completed by County Judge's Office\*\*\*\*\***

ASSIGNED AGENDA DATE: \_\_\_\_\_

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE \_\_\_\_\_

COURT MEMBER APPROVAL \_\_\_\_\_

Date \_\_\_\_\_

## Heather Carmichael

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**From:** Larry Robinson [lasersec@aol.com]  
**Sent:** Tuesday, May 21, 2013 10:12 AM  
**To:** Heather Carmichael  
**Subject:** Re: Johnson County Additional Pickup Site-CSCD

Heather,

Please accept this email as confirmation for all requested requirements for Johnson County's new location.

Thank you for your business,  
Larry Robinson  
Laser Security Response, Inc.

-----Original Message-----

**From:** Heather Carmichael <[hcarmichael@johnsoncountytexas.org](mailto:hcarmichael@johnsoncountytexas.org)>  
**To:** lasersec <[lasersec@aol.com](mailto:lasersec@aol.com)>  
**Sent:** Mon, May 20, 2013 8:44 am  
**Subject:** Johnson County Additional Pickup Site-CSCD

Hi Larry,

The other day we spoke re: adding a location for the armored car service. It would be for Johnson County Community Supervision (CSCD) Department. The new location is 425 W Chambers, Cleburne, TX 76033. The department head is Toby Ross, and the primary contact for service is Debra Bryant, 817-556-6110. Deposits will be delivered to First Financial Bank, 403 Main St, Cleburne, TX 76033.

The service addition will be presented to Commissioners' Court on May 28<sup>th</sup>. We would like to begin service in June. We are also requesting separate invoicing for the service.

Please consider this a request for confirmation of the monthly service fee at \$600.00. I would like to confirm the time of pickup of deposits as the main tax office location at approx 11:00 a.m. Is this correct? Do you need any information from us?

Please let me know if you have any questions.

Sincerely,

Heather Carmichael  
Buyer  
Johnson County Purchasing  
1102 E. Kilpatrick, Ste B  
Cleburne, TX 76031  
(817) 556-6384 phone  
(817) 556-6385 fax