

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: _____

Meeting Date: 6/24/2024

Submitted By: _____

Department: Purchasing Department

Signature of Elected Official/Department Head:

Court Decision: <small>This section to be completed by County Judge's Office</small>
 June 24, 2024

Description:

Consider and Authorize Purchasing Agent to Advertise for Bids/Proposals

Motion: Authorize Purchasing Agent to Advertise for Bids & Proposals for Printing Services for the Tax Office

Motion: Authorize Purchasing Agent to Advertise for Bids & Proposals for a Specialized STOP Vehicle

(May attach additional sheets if necessary)

Person to Present: _____

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) PUBLIC CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: _____ minutes

Session Requested: (check one)

Action Item Consent Workshop Executive Other _____

Check All Departments That Have Been Notified:

County Attorney IT Purchasing Auditor

Personnel Public Works Facilities Management

Other Department/Official (list) _____

**Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email**