

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 6.

Date of Request: September 17, 2007

Date Request Received: September 17, 2007

Board Meeting Date Requested: October 1, 2007

Board Meeting Date Assigned: October 1, 2007

Short Title: Resolution Approving Issuance Of A Purchase Order To Gateway: \$13,571.08

Background: DSS was awarded funds to enhance the adoption services program.

Specific Action Requested: The Board of Commissioners is requested to approve the issuance of a purchase order to Gateway for 2 laptops, 1 laser printer, 1 digital camera, ink, DVD camcorder and accessories. The equipment will be used to aid in adoption recruiting.

Requested by: Dr. Reta M. Shiver
Department: Social Services
Title: Director
Contact Phone: 910.259.1240
Contact Fax: 910.259.1418

Request Status:

- Request is proceeding to Board of Commissioners
- More information is needed – see attached
- Request on hold – no further information needed
- Other:

(Administrative Use Only)

CONTRACT TYPE

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
 - Federal Grantor
 - State Grantor
 - Grantor
- County as Grantor
 - County Funds
 - Other Funds:
- Revision
- For Equipment

PURCHASING

Budgeted Item: Yes No
 Reviewed and Approved
 Comments on Reverse

Date Rec'd:

Date Sent: Signed:

ATTORNEY

Reviewed and Approved
 Legal Problem(s)
 Comments on Reverse

Date Rec'd:

Date Sent: Signed:

FINANCE

Sufficient Funds: Available Not Available
 Budget Amendment Necessary
 Budgeted Amendment is Attached
 Comments on Reverse

Date Rec'd: 9/17/07

Date Sent: 9/17/07 Signed: *[Signature]*

CLERK

Signature(s) Required:
 Board Chairman/County Manager
 Other:

Date Rec'd: Approved by Board: Yes No
At meeting on

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

LAB

INITIALS

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that

a purchase order be issued to Gateway in the amount of \$13,571.08 (100087-462422) for the purchase of equipment to aid in adoption recruitment. The County Manager is authorized to execute any/all documents necessary to implement the resolution.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rivenbark _____ Blanchard _____ Brown _____ Tate _____ Williams _____

F.D. Rivenbark, Chairman 10/1/07
Date

Attest 10/1/07
Date