



OFFICE OF THE  
HARRIS COUNTY ATTORNEY  
**CHRISTIAN D. MENELEE**

---

August 19, 2021

Members of Commissioners Court  
Harris County Administration Building  
1001 Preston, 6<sup>th</sup> Fl., Room 610  
Houston, Texas 77002

**Re: Harris County Attorney Agenda Item**

Dear Members of the Court:

It is recommended that the County Attorney's Office be authorized to issue a purchase order for 12 county cell phones. The equipment will be used by the employees of our office while working remotely due to COVID.

The approximate cost is \$480 per month and the Office has adequate funding within its budget for these items.

Thank you for your consideration of this request.

Sincerely,

CHRISTIAN D. MENELEE  
County Attorney

JAY AIYER  
First Assistant County Attorney

<b>ORG</b>	<b>NUMBER OF PHONES</b>	<b>PRICE PER PHONE</b>	<b>MONTHLY RATE</b>	<b>MONTHLY TOTAL</b>
510	12	No Fee	\$39.99	\$479.88