

Budget Amendment Request Form

For Budget Office Use Only	
___ Court ___ Non-Court	
FY ___	Seq. No. ___
Approved by: ___	Date: ___

Date of Request: October 13, 2016

From: Construction & Planning / Bill Burke
(Department Name / Contact Name / Phone)

Budget Account to Receive Budget Amendment: ___ New X Existing

Project Code to Receive Amendment: ___ New X Existing

TO Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>499-4151-561.75-40</u>	<u>900 Building</u>	<u>T41502</u>	<u>\$30,000.00</u>

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>499-4011-561.91-01</u>	<u>Program Contingency</u>	<u>CONTNG</u>	<u>\$30,000.00</u>

FROM Total:	\$30,000.00
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Purpose for Request (please detail out what specifically the increase is needed for):

Request to reallocate funds to correct steel deficiencies identified by the City of Plano and third party inspectors. This work was originally performed by the fist contractor. The change order is for \$28,937.72.
 The additional funds will be added to contingency for the project.

 Elected Official / Department Head