



COLLIN COUNTY

Construction & Projects
4600 Community Ave.
McKinney, Texas 75071
Phone: 972-547-5340
FAX: 972-547-5385

To: Commissioners' Court
From: Bill Burke/Director of Building Projects
Date: February 20, 2018
Subject: Budget Adjustment: Architectural Services to Relocate Tax Office

Request Commissioners' Court consideration and approval of a Budget Adjustment in the amount of \$3,200.00 for Architectural Services to Relocate the Tax Office from 920 East Park Blvd., Plano, TX to 900 East Park Blvd., Plano, TX. The FY18 Budget for Architectural Services to relocate the Tax Office was estimated to be \$70,000.00. The City of Plano is requiring a full topographical survey and landscape plan which were not included in the estimated budget; therefore we request a budget adjustment in the amount of \$3,200.00.

Thank you,

Bill Burke
Director of Building Projects