



**COLLIN COUNTY**

Budget & Finance  
2300 Bloomdale Road  
Suite 4100  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

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**COURT COMMUNICATION ITEM**

**Item Description**

Request approval of Budget Adjustments (Amendments) over \$5,000.

**Background on Item**

Budget adjustments to consolidate contingency project codes into one and for Engineering Services Agreement with CH1M Hill.

**Financial Information**

Budget adjustment totaling \$1,376,731.

**FY1 Budget Amendments (Adjustments) FY 2010**

Note: Budget adjustments move approved and appropriated funding from one line to another. Supporting justification is provided upon your request.

| Adjustment # | Department            | From Detail        |                          | To Detail          |                   | Amount             | Description                                               |
|--------------|-----------------------|--------------------|--------------------------|--------------------|-------------------|--------------------|-----------------------------------------------------------|
|              |                       | From Account       | (project #, etc.)        | To Account         | (project #, etc.) |                    |                                                           |
| 10-07        | Permanent Improvement | 499-4011-561.99-01 | no project code assigned | 499-4011-561.99-01 | CONTING           | \$762,449          | To consolidate contingency project codes into one.        |
|              |                       |                    | Y40000                   |                    |                   | \$606,282          |                                                           |
| 10-08        | Engineering           | 599-7730-680.96-82 | OL003                    | 599-7730-680.92-50 | OL001             | \$8,000            | Needed for Engineering Services Agreement with CHIM Hill. |
| <b>TOTAL</b> |                       |                    |                          |                    |                   | <b>\$1,376,731</b> |                                                           |

FY10 BA

# Budget Amendment Request Form

NOV

| For Budget Office Use Only                |                                    |
|-------------------------------------------|------------------------------------|
| <input checked="" type="checkbox"/> Court | <input type="checkbox"/> Non-Court |
| FY: <u>10</u>                             | Seq. No. <u>7</u>                  |
| Approved by: <u>[Signature]</u>           | Date: <u>9/28/09</u>               |

Date of Request: September 28, 2009

From: Lisa Bunch C&P / John Boeye  
(Department Name / Contact Name / Phone)

Budget Account to Receive Budget Amendment: \_\_\_\_\_ New ☒ Existing

Project Code to Receive Amendment: \_\_\_\_\_ New ☒ Existing

## TO Account Information:

| Line Item Number   | Line Item Description | Project Code | Amount         |
|--------------------|-----------------------|--------------|----------------|
| 499-4011-561.99-01 | Program Contingencies | CONTNG       | \$1,378,731.00 |

1,368,731  
TO Total: \$1,378,731.00

## FROM Account Information:

| Line Item Number                  | Line Item Description            | Project Code      | Amount                 |
|-----------------------------------|----------------------------------|-------------------|------------------------|
| 499-4011- <sup>501</sup> 56.99-01 | Program Contingencies            |                   | \$762,449.00           |
| <del>499-4011-56.99-01</del>      | <del>Program Contingencies</del> | <del>X40105</del> | <del>\$10,000.00</del> |
| 499-4011-56.99-01                 | Program Contingencies            | Y40000            | \$606,282.00           |

FROM Total: \$1,378,731.00

## Purpose for Request:

To consolidate unallocated Permanent Improvement Contingency funds into a single project.

This is a FY2010 Budget Adjustment to be processed upon release of carryover funds in FY2010.

\_\_\_\_\_  
Elected Official / Department Head

**FY 2009 to FY 2010 Carryover Request Summary**

| Fund | Dept No. | Dept Name                    | Project Code | Project Code Name                   | Line Item          | Line Item Description | Amount        | Req # | PO# | Comments                                                                                                                                                                                 |
|------|----------|------------------------------|--------------|-------------------------------------|--------------------|-----------------------|---------------|-------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 499  | 4011     | Building Sup - Perm Improv   |              |                                     | 499-4011-561.99-01 | Program Contingency   | \$ 762,449    |       |     | Caryover balance.                                                                                                                                                                        |
| 499  | 4011     | Building Sup - Perm Improv   | CONTNG       | Crt & Admin Contingency             | 499-4011-561.99-01 | Program Contingency   | \$ 42,882     |       |     | My suggestion if carrying these funds over to sweep all projects into CONTNG and caryover that project code amount. Marie                                                                |
| 499  | 4011     | Building Sup - Perm Improv   | X40105       | Pl - MP Rpl Fountain Pump           | 499-4011-561.99-01 | Program Contingency   | \$ 10,000     |       |     |                                                                                                                                                                                          |
| 499  | 4011     | Building Sup - Perm Improv   | Y40000       | Program contingencies               | 499-4011-561.99-01 | Program Contingency   | \$ 606,282    |       |     |                                                                                                                                                                                          |
| 499  | 4102     | Pl-Justice Center            | Y41008       | JC - Prime Wall in Kitchen          | 499-4102-561.91-01 | Building Improvements | \$ 58,334     |       |     | Project still in progress.                                                                                                                                                               |
| 499  | 4102     | Pl-Justice Center            | X41005       | Pl - JC Level B Breakers            | 499-4102-561.91-01 | Building Improvements | \$ 301,000    |       |     | Project still in progress.                                                                                                                                                               |
| 499  | 4110     | Facilities - Bloomdale Admin | 06ADMIN      | Bloomdale Admin Bldg                | 499-4110-561.91-10 | Construction          | \$ 1,237,767  |       |     | NOTE: This should be the NET balance remaining from 91-10, 52-01 & 90-01.(Balances in 52-01 & 90-01 represent furniture/fixtures/equipment whose budget still Project still in progress. |
| 499  | 4114     | Pl-Myers Park                | X41302       | Pl - Myers Park Ventrabood          | 499-4116-561.75-40 | Building Maintenance  | \$ 25,163     |       |     |                                                                                                                                                                                          |
| 499  | 4151     | Pl-Lease 900 Park Plaza      | X41502       | Pl-Stair Replacement 900 Park Plaza | 499-4151-561.91-01 | Building Improvements | \$ 20,585     |       |     | Project still in progress. \$180 change order on PO #932806 was processed 9/18/09 changing caryover amount from \$20,765 to \$20,585.                                                    |
| 505  | 0324     | Health Insurance             |              |                                     | 505-0324-882-88-01 | Program Contingency   | \$ 1,200,000  |       |     |                                                                                                                                                                                          |
| 599  | 7730     | CCTRA                        | OL001        | Outer Loop - DNTI to Bs289          | 599-7730-680.92-50 | Consultants           | \$ 463,155    |       |     | NOTE: \$349,938 transferred IN from OL003 & OL004 on BA for 9/14/09 Comm Court. How to Caryover balance.                                                                                 |
| 599  | 7730     | CCTRA                        | OL002        | Outer Loop - Bs289 to 75            | 599-7730-680.92-50 | Consultants           | \$ 100,000    |       |     |                                                                                                                                                                                          |
| 599  | 7730     | CCTRA                        | OL003        | Outer Loop - US75 to 121            | 599-7730-680.92-50 | Consultants           | \$ -          |       |     | NOTE: \$243,911 transferred TO OL001 on BA for 9/14/09 Comm Court. How to handle?                                                                                                        |
| 599  | 7730     | CCTRA                        | OL004        | Outer Loop - SH121 to 380           | 599-7730-680.92-50 | Consultants           | \$ -          |       |     | NOTE: \$100,000 transferred TO OL001 on BA for 9/14/09 Comm Court. How to handle?                                                                                                        |
| 599  | 7730     | CCTRA                        |              |                                     | 599-7730-680.92-61 | Legal                 | \$ -          |       |     | Caryover balance (funds should move here on BA on 9/28/09 court)                                                                                                                         |
| 599  | 7730     | CCTRA                        | OL003        | Outer Loop - US75 to 121            | 599-7730-680.92-83 | Appraisals            | \$ 14,907     |       |     | Caryover balance.                                                                                                                                                                        |
| 599  | 7730     | CCTRA                        | OL003        | Outer Loop - US75 to 121            | 599-7730-680.96-82 | ROW Acquisition       | \$ 3,243,924  |       |     | NOTE: \$6,027 transferred TO OL001 on BA for 9/14/09 Comm Court. How to handle?                                                                                                          |
|      |          |                              |              |                                     |                    |                       |               |       |     |                                                                                                                                                                                          |
|      |          |                              |              |                                     |                    | TOTAL                 | \$ 14,405,003 |       |     |                                                                                                                                                                                          |

# Budget Amendment Request Form

Date of Request: November 23, 2009

From: L James /T Homfeld - Engineering / John Boeye

(Department Name / Contact Name / Phone)

| For Budget Office Use Only                |                                               |
|-------------------------------------------|-----------------------------------------------|
| <input checked="" type="checkbox"/> Court | <input checked="" type="checkbox"/> Non-Court |
| FY <u>10</u>                              | Seq. No. <u>8</u>                             |
| Approved by: <u>JB</u>                    | Date: <u>12/2/09</u>                          |

Budget Account to Receive Budget Amendment: \_\_\_\_\_ New ☒ Existing

Project Code to Receive Amendment: \_\_\_\_\_ New ☒ Existing

## TO Account Information:

| Line Item Number   | Line Item Description | Project Code | Amount     |
|--------------------|-----------------------|--------------|------------|
| 599-7730-680.92-50 | Consultants           | OL001        | \$8,000.00 |
|                    |                       |              |            |
|                    |                       |              |            |
| TO Total:          |                       |              | \$8,000.00 |

## FROM Account Information:

| Line Item Number   | Line Item Description | Project Code | Amount     |
|--------------------|-----------------------|--------------|------------|
| 599-7730-680.96-82 | ROW Acquisition       | OL003        | \$8,000.00 |
|                    |                       |              |            |
|                    |                       |              |            |
|                    |                       |              |            |
| FROM Total:        |                       |              | \$8,000.00 |

## Purpose for Request:

To reallocate funds to OL001 for Engineering Services Agreement (ESA) with CH2M Hill. Requisition 137431.

Total ESA = \$563,155. C/O 2009-3024-09-14.

### Currently allocated to ESA:

OL001 599-7730-680.92-50 = \$455,155

OL002 599-7730-680.92-50 = \$100,000

\_\_\_\_\_  
Elected Official / Department Head

PURCHASE REQUISITION NBR: 0000137431

STATUS: NEEDS ADDITIONAL INFO

REASON: LINDA R. JAMES/3727

DATE: 10/27/09

REQUISITION BY: ENGINEERING/DELGADO

SHIP TO LOCATION: 7520 ENGINEERING

SUGGESTED VENDOR: 23318 CH2M HILL INC

DELIVER BY DATE: 1/31/10

| LINE<br>NBR | DESCRIPTION | QUANTITY | UOM | UNIT<br>COST | EXTEND<br>COST | VENDOR PART NUMBER |
|-------------|-------------|----------|-----|--------------|----------------|--------------------|
|-------------|-------------|----------|-----|--------------|----------------|--------------------|

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |      |     |             |           |  |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----|-------------|-----------|--|
| 1 | ENGINEERING SERVICES FOR CH2M HILL, INC. FOR REVISION TO AND DIAGRAMMATIC LAYOUT (EXISTING & PROPOSED) PREPARATION OF ADOPTED TECHNICALLY PREPARED ALIGNMENT AND CONSULTING SERVICES ASSOCIATED WITH DEVELOPING THE OUTER LOOP - SEGMENT 3 (DENTON COUNTY LINE TO US 75). SEE SCOPE OF SERVICES FOR COMPLETE DETAILS. ENGINEERING SERVICES AGREEMENT APPROVED BY COURT ORDER NO. 2009-3024-09-14. COMMODITY: CONSULTING SERVICES SUBCOMMOD: ENGINEERING CONSULTING | 1.00 | FEE | 463155.0000 | 463155.00 |  |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----|-------------|-----------|--|

|   |                                                                                                                         |      |     |             |           |  |
|---|-------------------------------------------------------------------------------------------------------------------------|------|-----|-------------|-----------|--|
| 2 | REMAINDER OF FUNDS FOR SEGMENT 3 ENGINEERING SERVICES. COMMODITY: CONSULTING SERVICES SUBCOMMOD: ENGINEERING CONSULTING | 1.00 | FEE | 100000.0000 | 100000.00 |  |
|---|-------------------------------------------------------------------------------------------------------------------------|------|-----|-------------|-----------|--|

REQUISITION TOTAL: 563155.00

ACCOUNT INFORMATION

LINE # ACCOUNT

PROJECT

%

AMOUNT

REQUISITION IS IN THE CURRENT FISCAL YEAR.