City of Milpitas, California

*RA4

BUDGET CHANGE FORM

Type of Change	From		To	
	Account	Amount	Account	Amount
Check one:				
☒ Budget Appropriation	392-2931	$15,500	392-3999	$ 15,500
	390-2940	484,500	390-3999	484,500
☐ Budget Transfer	391-9518197153899	500,000	391-951819714800	20,000
			391-951819724800	30,000
			391-951819744800	20,000
			391-951819774800	430,000

Explain the reason for the budget change:

Background: During the November 3, 2009 progress report on the Senior Center project, staff identified the need for ancillary and supporting improvements around the Senior Center. The proposed improvements include exterior painting of the adjacent Community Center, sidewalk replacement around the Community Center so as to ensure safe and easy connectivity between the Community Center and the Senior Center, extension of asphalt pavement repairs and replacement of the Civic Center parking lot and driveways, and improvements to the adjacent veteran's memorial. Staff would work with the Senior Center contractor, Swenson & Associates, to add this Civic Center work to the Senior Center project by Contract Change Order. These site improvements will not delay the completion of the Senior Center. Funding for these improvements is proposed from the $1,527,400 savings from the Senior Center project as a result of favorable Senior Center bid pricing. Staff is recommending the approval of a new CIP project, in order separately to track costs and manage the completion of these improvements to the Civic Center complex. A budget appropriation to appropriate a portion of the savings from the Senior Center into this new project is also requested to fund this additional work. The Engineer's Estimate for the construction work is $430,000. In addition, an additional budget of $70,000 is required for the project administration, inspection and construction contingency.

Fiscal Impact: A budget appropriation in the amount of $500,000 is required to fund these Civic Center improvements. Funding will be provided from the budget savings from the Senior Center project and appropriating those funds to the new CIP Project – Civic Center Site Improvements Project. Project staff will provide additional project progress information at the Agency/Council meeting.

☒ **Check if City Council Approval required.** **Meeting Date**: December 15, 2009

Itemization of funds, if needed:	Amount

Requested by:	Division Head:	Date:
	Department Head:	Date: 12/08/09
Reviewed by:	Finance Director:	Date: 12/8/09
Approved by:	City Manager:	Date:

Date approved by City Council, if required: **Confirmed by:**