

FUND TRANSFER REQUEST FORM

AGENCY 564		ORGANIZATION Waste + Renewables			LEGISTAR FILE #2026 FTR-010			
TRANSFER AMOUNT(S) FROM (Decrease Expenditure or Increase revenue)							CURRENT BALANCES	
Amount in Whole \$\$		Account Title		Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance
1	\$2,000,000.00	Site Infrastructure		SWSUSTAN	58639		\$11,500,000.00	\$1,749,770.00
2								
3								
4								
	\$2,000,000.00	TRANSFER FROM TOTAL						
TRANSFER AMOUNT(S) TO (Increase Expenditure or Decrease Revenue)							CURRENT BALANCES	
Amount in Whole \$\$		Account Title		Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance
1	\$2,000,000.00	Waste Education Center		SWSUSTAN	51042		\$9,500,000.00	\$1,397,531.00
2								
3								
4								
	\$2,000,000.00	TRANSFER TO TOTAL						
EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)				APPROVALS				
Dane County Waste + Renewables went out for bid for RFB 326002 (Initial Building and Infrastructure Construction for Dane County's Sustainability Campus). The bid included four (4) Base Bids for each of the three buildings and the site infrastructure associated with the development. The awarded bidder mentioned that they had flipped Base Bid 1 and Base Bid 2 on 7/28/26. This funds transfer would correct the budget amount for the new accounts and update the PO and encumbrances accordingly. There would be no increase to the Contractor's PO as result of this FTR.					DATE	APPROVED	DENIED	
				Oversight Committee				
				Controller				
				County Executive				
				Finance Committee				
				Request should be entered into Legistar using the Fund Transfer file type and released into the fund transfer approval sequence. The Controller's Office will approve and refer the request as appropriate in Legistar and obtain the Controller and County Executive approvals. Departments should follow up with their oversight committee to ensure action is taken and recorded in Legistar.				