

REQUEST FOR ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the City Council and/or Committees of the City Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs)

I. PROJECT NO.: PR18-2407 CIP No. _____
 II. PROJECT NAME: Braeburn Dog Park Parking Lot
 III. Project/Item(s) Description: Asphalt pave the existing gravel parking lot.

IV. BID LETTING DATE: May 15, 2018

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 50,000.00

VI. BASIS OF PAYMENT Assessed ☐ Non-Assessed ☐
 Single Payment ☐ Partial Payment ☒

VII. APPROPRIATION DATA

Amount	\$50,000				
Fund Name	Parks and Recreation				
Fund Number	505				
Cost Center	8912				
Line Item	4372				

VIII. (If applicable) Grant No. or special funding: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

IX. DEPARTMENT/DIVISION: PARKS AND RECREATON

Project Manager: Keith Johnson Date 3/28/18

[Signature] Date 3/28/18
 DIVISION MANAGER Signature

[Signature] Date 4/3/18
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes		Investment Desk
	<u>4/3/18</u>	<u>[Signature]</u>	<input checked="" type="checkbox"/>		Public Works
					Engineering
					Project Manager