# 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.:  
CIP No.

## II. PROJECT NAME:  
Ready Mixed Concrete

## III. Project/Item(s) Description:  
Ready Mixed Concrete for Various City Departments

## IV. BID LETTING DATE:  
2016

## V. ESTIMATED COST OF PROJECT/ITEM(S)  
$

## VI. BASIS OF PAYMENT  
Assessed  
Non-Assessed

Single Payment  
Partial Payment

## VII. APPROPRIATION DATA

<table>
<thead>
<tr>
<th>Amount</th>
<th>Fund Name</th>
<th>Department</th>
<th>Line Item</th>
<th>Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>$63,000.00</td>
<td>Various</td>
<td>Various</td>
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</tbody>
</table>

## VIII. (If applicable)  
Grant No.:  
Funding Source:  
Estimated Completion Date:  
Estimated Grant Receipt Date: 

## IX. DEPARTMENT/DIVISION:

Project Manager:  
Division Manager Signature:  
Department Director Signature:  
Date: 

<table>
<thead>
<tr>
<th>FINANCE OFFICE USE ONLY</th>
<th>Approved</th>
<th>Carbon Copy</th>
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</thead>
<tbody>
<tr>
<td>Appropriation Cash Flow</td>
<td>Date: 4/16</td>
<td>Initial: 2B</td>
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