Rev 12/21/09

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.:

II. PROJECT NAME: Water Reclamation Lift Station Odor Control

III. Project/Item(s) Description: Reuest permission to advertise for an annual contract for lift station odor control chemicals.

IV. BID LETTING DATE:

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 26,250.00

VI. BASIS OF PAYMENT

Assessed		Non-Assessed	
Single Payment		Partial Payment	X

VII. APPROPRIATION DATA

Amount	$26,250				
Fund Name	Water Reclam				
Department	7071 Public Works				
Line Item	4264				
Fund	604				

VIII. (If applicable)

Grant No.:

Funding Source:

Estimated Completion Date:

Estimated Grant Receipt Date:

IX. DEPARTMENT/DIVISION:

Project Manager: David Van Cleave Date 3/29/2018

DIVISION MANAGER Signature Date 3/29/2018

DEPARTMENT DIRECTOR Signature Date 3-29-18

FINANCE OFFICE USE ONLY	Date	Initial	Approved Yes		Carbon Copy
Appropriation	4/2/18	JB	✓		Investment Desk
Cash Flow					Public Works
					Engineering
					Project Manager

(PW2 . 110891)