ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items, which require formal bids, currently anything over $15,000 (except emergency repair costs).

I. PROJECT ID NO.: 

II. PROJECT NAME: Purchase of twenty-two Motorola Portable Radios

III. Project/Item(s) Description: Re: state bid #17149, converting our radios over the next 5 years so they will be compliant with the new upgraded state system

IV. BID LETTING DATE: 

V. (IF APPLICABLE) Grant No.: 

Funding Source: 

Estimated Completion Date: 

Estimated Grant Receipt Date: 

VI. ESTIMATED COST OF PROJECT/ITEM(S) $87997.50

VII. BASIS OF PAYMENT 

Assessed 

Non-Assessed 

Single Payment 

Partial Payment 

VIII. DISBURSEMENT SCHEDULE

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IX. APPROPRIATION DATA

Fund 101

Department 201

Line Item 4269

X. DEPARTMENT/DIVISION:

Project Manager: Lt. Cathy Bock 

Date

DEPARTMENT/DIVISION MANAGER Signature 

Date

DIRECTOR Signature 

Date

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<tr>
<th>FINANCE OFFICE USE ONLY</th>
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WHEN BIDDING IS REQUIRED

Bidding is required of any local government entity when a purchase or contract equal to or exceeding $25,000 is anticipated. This applies to contracts for the purchase, lease or rental of materials, supplies or equipment. If the contract is for the construction of public improvement, which involves the expenditure of a sum equal to or in excess of $25,000; then advertisement for bids is required. (SDCL 5-18-2, 5-18-3).

(SDCL 5-18-18) Exemptions from Bidding -

a) Purchase of utility services;
b) Purchase of materials, supplies or equipment from the United State or its agencies, including purchases of federal surplus property;
c) Equipment repair contracts;
d) Purchase of surplus property from another public corporation;
e) Purchase from the lowest bidder of an item contained on the state price list;
f) Purchase from lowest bidder of an item competitively bid by another local government or by itself within the previous 12 months (documentation of such purchases is to be made in the entity’s minutes and retained on file). A governing entity may not utilize the bid of another entity if the original bid specification included a trade-in allowance. If one entity accepts a bid net of trade-in allowances, another entity may not contract with the successful bidder by utilizing the ‘original bid amount’ for a cash outright purchase.
From: Davis Tracy  
Sent: Wednesday, June 06, 2018 9:04 AM  
To: Bock Cathy  
Subject: RE: 2018 Advertising Authority 22 portable Motorola Radios

This is approved as listed on the advertising authority. I will put my actual signature on it when I return from my conference.

Cathy, please make sure that this email is attached to the agenda with everything.

Thanks!
Tracy

From: Bock Cathy  
Sent: Wednesday, June 06, 2018 8:46 AM  
To: Davis Tracy  
Subject: 2018 Advertising Authority 22 portable Motorola Radios

Here is the Advertising Authority for the 22 Motorola Radios. I also attached the quotes and Agenda Summery for your review. The price they gave us is under state bid.

Cathy Bock | Special Operation Lieutenant
Rapid City Police Department | O: 605.394.4133
cathy.bock@rcgov.org | RapidCityPolice.org