

REQUEST FOR PURCHASING 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: RAM 1500 Tradesman Truck
 III. Project/Item(s) Description:
Authorize Purchase of a 2019 RAM 1500 Tradesman, 4x4, Crew Cab, Short Box Truck from Liberty Superstores with matching State Bid Pricing in the amount of \$27,747.00 2019 Budget

IV. BID LETTING DATE: NA

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 27,747.00

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

VII. APPROPRIATION DATA

Amount	27747.00				
Fund Name	Parks Division				
Department	607				
Line Item	4360				
Fund	101				

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

IX. DEPARTMENT/DIVISION:

Project Manager: _____ Date _____

 _____ Date 12/13/18
 DIVISION MANAGER Signature

 _____ Date 12/13/18
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation	<u>12/18/18</u>	<u>JR</u>	<input checked="" type="checkbox"/>	<u>2019 Budget</u>	Investment Desk Public Works Engineering Project Manager
Cash Flow					