

## 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: Toro Workman HDX  
 III. Project/Item(s) Description: \_\_\_\_\_  
Authorize Purchase of a 2019 Toro Workman HDX 4WD wih ROPS Hard Cab, Door Kit, Cab Heater and Wheel Weight Kit from Midwest Turf and Irrigation with IPA Pricing in the amount of ~~\$43,089.65~~ 33,696.00

IV. BID LETTING DATE: NA

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ ~~43,089.65~~ 33,696.00

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

VII. APPROPRIATION DATA

Amount	<u>33,696.00</u> <del>43089.65</del>				
Fund Name	Cemetery Division				
Department	860				
Line Item	4360				
Fund	101				

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

IX. DEPARTMENT/DIVISION:

Project Manager: [Signature] Date \_\_\_\_\_  
 DIVISION MANAGER Signature [Signature] Date 1-21-19  
 DEPARTMENT DIRECTOR Signature [Signature] Date 1-21-19

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation Cash Flow	<u>1/22/19</u>	<u>[Initials]</u>	<input checked="" type="checkbox"/>		Investment Desk
					Public Works
					Engineering
					Project Manager