

PURCHASING 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: (2) 2019 Dodge Journey
- III. Project/Item(s) Description: 2019 Dodge Journey from Liberty Superstores, Rapid City, SD: EPA Standard Sport Utility Vehicle, State Contract #17259.
- 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)	\$47,600
VII. BASIS OF PAYMENT	Assessed <input type="checkbox"/>
	Single Payment <input checked="" type="checkbox"/>
	Non-Assessed <input type="checkbox"/>
	Partial Payment <input type="checkbox"/>

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$23,800	\$23,800	\$	\$	\$

IX. APPROPRIATION DATA

Fund	101	101			
Department	204	708			
Line Item	436000	436000			

- X. DEPARTMENT/DIVISION: BIA
- Project Manager: [Signature] Date 2-6-19
- DEPARTMENT/DIVISION MANAGER Signature: [Signature] Date 2/6/19
- DIRECTOR Signature: _____

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	No	Investment Desk Public Works Engineering Project Manager
		<u>2/8/19</u>	<u>[Signature]</u>	<input checked="" type="checkbox"/>	