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.: PR19-6172
II. PROJECT NAME: Parks Playground Improvements
III. Project/Item(s) Description: Improvements to playground in Canyon Lake Park
Project will include play structure, concrete edging, fencing and surfacing materials. Labor will be provided by Parks Dept. staff.

IV. BID LETTING DATE: ____________________________

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 85,000.00

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

VII. APPROPRIATION DATA

| Amount | $85,000 |
| Fund Name | Parks & Rec |
| Department | CIP Fund |
| Line Item | 8912 |
| Fund | 4372 |

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

IX. DEPARTMENT/DIVISION:

Project Manager: ____________________________ Date ____________________________
DIVISION MANAGER Signature ____________________________ Date ____________________________
DEPARTMENT DIRECTOR Signature ____________________________ Date ____________________________

FINANCE OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Appropriation</th>
<th>Date</th>
<th>Initial</th>
<th>Approved</th>
<th>Carbon Copy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Flow</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Investment Desk
Public Works
Engineering
Project Manager

(PW2 . 110891)