

REQUEST FOR ADVERTISING 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.: 19-2527 CIP No. 51249
 II. PROJECT NAME: Star of the West Restrooms - Phase 2
 III. Project/Item(s) Description: Renovate existing north restroom at Star of the West Softball Complex

IV. BID LETTING DATE: December 17, 2019

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 90,000.00

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

VII. APPROPRIATION DATA

Amount	\$90,000				
Fund Name	Vision				
Department	132				
Line Item	4320				
Fund	107				

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

IX. DEPARTMENT/DIVISION:

Project Manager: [Signature] Date 11-15-19
 DIVISION MANAGER Signature [Signature] Date 11-18-19
 DEPARTMENT DIRECTOR Signature [Signature] Date 11-18-19

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation	11/19/19	[Initials]	✓		Investment Desk
Cash Flow					Public Works
					Engineering
					Project Manager