

## 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 2500 Crew Cab  
 III. Project/Item(s) Description: Authorize Purchase of a 2020 RAM 2500 Crew Cab 4X4 Pickup Truck with 6 ft. box, 6.4L V8 gas engine from Liberty Superstores with matching State Bid Pricing contract #17345 in the amount of \$31,284.00

IV. BID LETTING DATE: NA

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 31,284.00

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

VII. APPROPRIATION DATA

Amount	31284.00				
Fund Name	Recreation Division				
Department	601				
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 1-16-20  
 DIVISION MANAGER Signature  
 \_\_\_\_\_ Date 1-20-20  
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
	Date	Initial	Yes	
Appropriation	<u>1/20/20</u>	<u>JB</u>	<input checked="" type="checkbox"/>	Investment Desk
Cash Flow				Public Works
				Engineering
				Project Manager