REQUEST FOR PURCHASE

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.: ____________________________

II. PROJECT NAME: ____________________________

III. Project/Item(s) Description:
- Request to purchase (2) two new 2022 Ford 3.3 V6 Flex Fuel 4Door Explorers
- Request to purchase (2) two new 2022 Ford 3.3 V6 Flex Fuel 4Door Explorers from Mckie Ford with matching State Bid contract #17619 in the total amount of $57,894.00. These will not be replacements.

IV. BID LETTING DATE: N/A

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 57,894.00

VI. BASIS OF PAYMENT
- Assessed: [ ]
- Single Payment: [X]
- Non-Assessed: [ ]
- Partial Payment: [ ]

VII. APPROPRIATION DATA

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<td>Fund</td>
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VIII. (If applicable)
- Grant No.: ____________________________
- Funding Source: ____________________________
- Estimated Completion Date: ____________________________
- Estimated Grant Receipt Date: ____________________________

IX. DEPARTMENT/DIVISION:

- Project Manager: Melissa Karpo
- Date: 1/20/2022
- City Attorney Review
- Date: 2/13/22
- DIVISION MANAGER Signature
- Date: 1/26/22
- DEPARTMENT DIRECTOR Signature
- Date: 1/27/22

FINANCE OFFICE USE ONLY

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(PW2 110891)