

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: 2024 Bobcat Mini Track Loader
 III. Project/Item(s) Description: Authorize Staff to Purchase a 2024 MT100 Mini-Track Loader fom Jenner Equipment Company with Sourcwell Contract #040319-CEC in the Amount of \$37,916.22.

IV. BID LETTING DATE: NA

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ _____

VI. BASIS OF PAYMENT


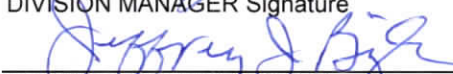
Assessed		Non-Assessed	
Single Payment	XX	Partial Payment	

VII. APPROPRIATION DATA

Amount	37916.22				
Fund Name	Parks Division				
Department	607				
Line Item	4360				
Fund	101				

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

IX. DEPARTMENT/DIVISION:

Project Manager: Scott Anderson Date 1/18/2024

 DIVISION MANAGER Signature Date 1-18-2024

 DEPARTMENT DIRECTOR Signature Date 1-18-24

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
	Date		Yes	
Appropriation Cash Flow	1/19/24	[Signature]	✓	Investment Desk Public Works Engineering Project Manager