

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, \$50,000 for equipment (except emergency and repair costs

I. PROJECT NO.: _____ CIP No. _____

II. PROJECT NAME: 2024 Ford F150 Crew Cab 4x4

III. Project/Item(s) Description: Authorize staff to purchase a 2024 Ford F150 Crew Cab 4x4 from Mckie Ford in the amount of \$47,691.00 matching pricing from State of South Dakota contract# 17619. This is a new addition to the fleet.

IV. BID LETTING DATE: N/A

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 47,691.00

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

VII. APPROPRIATION DATA

Amount	\$47,691.00				
Fund Name	Water Production				
Department	7011				
Line Item	436000				
Fund	6020				

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

IX. DEPARTMENT/DIVISION:

Project Manager: Slade Royalty Date _____

Lindsey Martin Date 1/31/24 14:05 MST
 COMPLIANCE Signature

Tuse Wilk Date 2/12/24
 CITY ATTORNEY Signature

Eric Boyda Date 1/31/24 15:43 MST
 DIVISION MANAGER Signature

Dale Hood Date 1/31/24 16:02 MST
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy	
Appropriation Cash Flow	Date	Initial	Yes		Investment Desk	
		<u>2/13/24</u>	<u>aw</u>	<input checked="" type="checkbox"/>		Public Works
					Engineering	
					Project Manager	