

### 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: Request to purchase leased item 2023 Freightliner roll-off truck from Big Truck Rental

III. Project/Item(s) Description: Request to purchase leased item known as S936, 2023 Freightliner with Galbreath hook-lift utilizing OMNIA Partners National Cooperative Contract #2019000319 with Big Truck Rental in the amount of \$185,000.00 for continued use by the Solid Waste Collection department.

IV. BID LETTING DATE: n/a

V. ESTIMATED COST OF PROJECT/ITEM(S)      \$ 185,000.00

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

VII. APPROPRIATION DATA

Amount	\$185,000.00			
Fund Name	Solid Waste			
Department	7101			
Line Item	436000			
Fund	06120			

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

IX. DEPARTMENT/DIVISION:

Project Manager: Mandy Hanson      Date      4/18/24 14:29 MDT

Lindsey Martin      Date      4/18/24 14:56 MDT  
 COMPLIANCE Signature

Jessie Withers      Date      4/23/24  
 CITY ATTORNEY Signature

Jeffrey R Barber      Date      4/18/24 15:20 MDT  
 DIVISION MANAGER Signature

Dale Hood      Date      4/19/24 07:21 MDT  
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
	Date	Initial	Yes	
Appropriation	<u>4/24/24</u>	<u>JRW</u>	<input checked="" type="checkbox"/>	Investment Desk
Cash Flow				Public Works
				Engineering
				Project Manager