

REQUEST FOR ADVERTISING 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.: _____
 TWO (2) NEW CURRENT MODEL YEAR, 1/2 TON 4X4 REGULAR CAB
 LONG BOX PICKUP

II. PROJECT NAME: _____

III. Project/Item(s) Description: TWO (2) NEW CURRENT MODEL YEAR, 1/2 TON 4x4 REGULAR CAB LONG BOX PICK UPS for Water Billing. These will replace W301 & 307, which will be placed in surplus. These pickups will be purchased off State Bid Contract #16998. Wegner Auto has this contract.

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 48,118.00 (\$24,059.00 per vehicle)

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

VII. APPROPRIATION DATA

Amount	\$48,118			
Fund Name	Water			
Department	7014			
Line Item	4360			
Fund	602			

VIII. (If applicable) Grant No.: _____

Funding Source: _____

Estimated Completion Date: _____

Estimated Grant Receipt Date: _____

IX. DEPARTMENT/DIVISION: _____

Project Manager: Gena Miller by Cf Date 1-17-17

_____ Date 1-10-17

DIVISION MANAGER Signature

_____ Date 1-10-17

DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes		Investment Desk
	1/13/17	GM	✓		
					Engineering
					Project Manager