

## 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.: \_\_\_\_\_ CIP No. \_\_\_\_\_  
 II. PROJECT NAME: Pothole Patching Truck  
 III. Project/Item(s) Description: Purchase one (1)  
for use by the Street Department.  
This unit will be an addition to the fleet

IV. BID LETTING DATE: \_\_\_\_\_

V. ESTIMATED COST OF PROJECT/ITEM(S)      \$ 190,000.00



|                      |                                   |   |                                       |  |
|----------------------|-----------------------------------|---|---------------------------------------|--|
| VI. BASIS OF PAYMENT | Assessed <input type="checkbox"/> | Single Payment <input type="checkbox"/> | Non-Assessed <input type="checkbox"/> | Partial Payment <input type="checkbox"/> |
|----------------------|-----------------------------------|---|---------------------------------------|--|


VII. APPROPRIATION DATA

|            |                      |  |  |  |  |
|------------|----------------------|--|--|--|--|
| Amount     | 190,000.00           |  |  |  |  |
| Fund Name  | Street               |  |  |  |  |
| Department | 301                  |  |  |  |  |
| Line Item  | <del>4400</del> 4360 |  |  |  |  |
| Fund       | 101                  |  |  |  |  |

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

IX. DEPARTMENT/DIVISION:

Project Manager: Gena Miller      Date 1/30/2017  
 \_\_\_\_\_ Date 1-30-2017  
 DIVISION MANAGER Signature  
 \_\_\_\_\_ Date 1-30-17  
 DEPARTMENT DIRECTOR Signature

| FINANCE OFFICE USE ONLY |         |   | Approved |  | Carbon Copy   |
|-------------------------|---------|---|----------|--|---|
|                         | Date    | Initial   | Yes      |  |   |
| Appropriation Cash Flow | 1/31/17 |  | ✓        |  | Investment Desk<br>Public Works<br>Engineering<br>Project Manager |
|                         |         |   |          |  |   |