

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: Dodge Ram 1500 Pickup
 III. Project/Item(s) Description: Purchase one (1) from State contract #16998
for use by the Water Production Department.
This purchase is to replace W344

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 23,569.00

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

VII. APPROPRIATION DATA

Amount	23,569.00				
Fund Name	Water Production				
Department	810 7011				
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 Date 2/9/2017

_____ Date 2/9/17
 DIVISION MANAGER Signature

_____ Date 2-13-17
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes		Investment Desk Public Works Engineering Project Manager
	<u>2/14/17</u>	<u>JM</u>	✓		

REQUEST FOR ADVERTISING AUTHORITY

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I. PROJECT NO.: _____ CIP No. _____

II. PROJECT NAME: Dodge Ram 2500 4WD Pickup

III. Project/Item(s) Description: Purchase one (1) from State contract #16998 for use by the Water Production Department.
This purchase is to replace W325

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 26,609.00

VI. BASIS OF PAYMENT

Assessed	<input type="checkbox"/>	Non-Assessed	<input type="checkbox"/>
Single Payment	<input type="checkbox"/>	Partial Payment	<input type="checkbox"/>

VII. APPROPRIATION DATA

Amount	26,609.00				
Fund Name	Water Production				
Department	810-7011				
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 Date 2/9/2017

[Signature] Date 2/9/17
DIVISION MANAGER Signature

[Signature] Date 2-13-17
DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation	2/14/17	GM	✓		Investment Desk
Cash Flow					Public Works
					Engineering
					Project Manager