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 (except emergency and repair costs).

I. PROJECT NO.: CIP No.

II. PROJECT NAME: NEW CURRENT MODEL YEAR 3/4 TON 4X4 REGULAR CAB LONG BOX PICKUP

III. Project/Item(s) Description: ONE (1) NEW CURRENT MODEL YEAR 3/4 TON 4X4 REGULAR CAB LONG BOX PICKUP FOR PARK MAINTENANCE FLEET. TO BE PURCHASED OFF OF STATE BID CONTRACT #16998 FROM WEGNER AUTO.

IV. BID LETTING DATE: NA

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 26,429.00

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

VII. APPROPRIATION DATA

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<th>Amount</th>
<th>Fund Name</th>
<th>Department</th>
<th>Line Item</th>
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<td>4360</td>
<td>101</td>
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<td>3,537</td>
<td>Urban Forestry</td>
<td>608</td>
<td>4360</td>
<td>101</td>
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VIII. (If applicable)
   Grant No.: 
   Funding Source: 
   Estimated Completion Date: 
   Estimated Grant Receipt Date: 

IX. DEPARTMENT/DIVISION:

Project Manager: 

Division Manager Signature: 

Date 2/34/17

Department Director Signature: 

Date 2/34/17

FINANCE OFFICE USE ONLY

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<th>Appropriation</th>
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(PW2 110891)