

## 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 2500 4WD Crew Cab Pickup w/optional 8' box  
 III. Project/Item(s) Description: Purchase one (1) from State contract #16998  
for use by the Utility Maintenance Department.  
This purchase is to replace W303

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

V. ESTIMATED COST OF PROJECT/ITEM(S)      \$ 29,461.00



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


VII. APPROPRIATION DATA

Amount	29,461.00				
Fund Name	Utility Maint				
Department	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 3/1/17  
 DIVISION MANAGER Signature  
      Date 3-4-17  
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation	3/6/17		✓		Investment Desk
Cash Flow					Public Works
					Engineering
					Project Manager