

## 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: Purchase of a new Dodge Ram 2500 for Utility Maint Sewer Crew  
 III. Project/Item(s) Description: Request is to purchase a new Ram 2500 Crew Cab short box for Utility Maintenance Sewer Crew from Liberty Superstores in lieu of the state bid contract #16998 with Wegner Auto in Pierre. Liberty is offering to sell the truck for \$1 less than the state bid amount of 28,831 for 28,830.00. The purchase is within budget

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

V. ESTIMATED COST OF PROJECT/ITEM(S)      \$ 28,830.00



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

VII. APPROPRIATION DATA

Amount	\$28,830				
Fund Name	Water Recl.				
Department	830 - 7071				
Line Item	4360				
Fund	604				

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

IX. DEPARTMENT/DIVISION:

Project Manager: Lany Reber    Date      28-Apr-17  
    Date      28-Apr-17  
 DIVISION MANAGER Signature  
    Date      5-1-17  
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation Cash Flow	<u>5/2/17</u>	<u>DR</u>	<input checked="" type="checkbox"/>		Investment Desk Public Works Engineering Project Manager