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.: 
II. PROJECT NAME: 2018 GROUNDSMASTER 7210 D

III. Project/Item(s) Description:
Authorize Purchase of a 2018 Toro Groundsmaster 7210D with a 12 Volt Power Pak, GM7210 Polar Trac Kit, Polar Trac Cab and MB V Plow from Midwest Turf & Irrigation with National IPA Pricing for a total price of $43,297.00

IV. BID LETTING DATE: NA

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 43,297.00

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

VII. APPROPRIATION DATA

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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: 1-17-18

DEPARTMENT DIRECTOR Signature: 1/17/18

FINANCE OFFICE USE ONLY

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