

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 Current model year E85 T4 R-Series Compact Excavator
 III. Project/Item(s) Description: Purchase one (1)
for use by the Storm Drainage Department.
This purchase is an addition to the fleet.

IV. BID LETTING DATE: Purchase from NJPA Contract number 042815-CEC

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 91,069.94

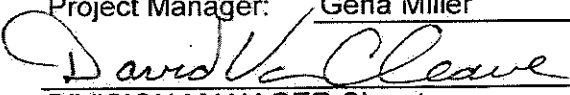

VI. BASIS OF PAYMENT	Assessed		Non-Assessed	
	Single Payment	X	Partial Payment	

VII. APPROPRIATION DATA

Amount	91,069.94				
Fund Name	Storm Drainage				
Department	7401				
Line Item	4360				
Fund	609				

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

IX. DEPARTMENT/DIVISION:

Project Manager: <u>Gena Miller</u>	Date	<u>2/26/2018</u>
 DIVISION MANAGER Signature	Date	<u>26 Feb 18</u>
 DEPARTMENT DIRECTOR Signature	Date	<u>2-27-18</u>

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation Cash Flow	<u>2/28/18</u>	<u>DW</u>	<input checked="" type="checkbox"/>		Investment Desk
					Public Works
					Engineering
					Project Manager