

Rev. 12/95, 10/98

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.:
- II. PROJECT NAME:
- III. Project/Item(s) Description: Liquid De-Icing Chemical
- IV. BID LETTING DATE:
- V. (If applicable) Grant No.:
- Funding Source:
- Estimated Completion Date:
- Estimated Grant Receipt Date:

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$25,000

| | | | | |
|-----------------------|----------------|-----|-----------------|-----|
| VII. BASIS OF PAYMENT | Assessed | [] | Non-Assessed | [] |
| | Single Payment | [] | Partial Payment | [] |

VIII. DISBURSEMENT SCHEDULE

| Date | Amount | Amount | Amount | Amount | Amount |
|--------------|--------|--------|--------|--------|--------|
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| Total | \$ | \$ | \$ | \$ | \$ |

IX. APPROPRIATION DATA

| | | | | | |
|------------|------|--|--|--|--|
| Fund | 101 | | | | |
| Department | 302 | | | | |
| Line Item | 4264 | | | | |

X. DEPARTMENT/DIVISION: (Signatures)

| | |
|--|------------------|
| Project Manager: Don Brumbaugh | Date 02/26/03 |
| DEPARTMENT/DIVISION MANAGER Don Brumbaugh | Date 02/26/03 |
| PUBLIC WORKS DIRECTOR | Date |

| FINANCE OFFICE USE ONLY | Approved | | Carbon Copy |
|-------------------------|----------|---------|---|
| Appropriation Cash Flow | Date | Initial | Investment Desk Public Works Engineering Project Manager |
| | [] | [] | |
| | [] | [] | |