

**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 \$15,000 (except emergency and repair costs).

I. PROJECT ID NO.: \_\_\_\_\_

II. PROJECT NAME: \_\_\_\_\_ Transportation Natural Gas for City of Rapid City/Rapid City Area Schools \_\_\_\_\_

III. Project/Item(s) Description: \_\_\_\_\_ Transportation natural gas from June 1, 2003 to May 31, 2004 \_\_\_\_\_

IV. BID LETTING DATE: \_\_\_\_\_ May 2003 \_\_\_\_\_

V. (IF APPLICABLE) Grant No.: \_\_\_\_\_  
 Funding Source: \_\_\_\_\_  
 Estimated Completion Date: \_\_\_\_\_  
 Estimated Grant Receipt Date: \_\_\_\_\_

VI. ESTIMATED COST OF PROJECT/ITEM(S)

\$	_____
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VII. BASIS OF PAYMENT Assessed \_\_\_\_\_  
 Single Payment \_\_\_\_\_

Non-Assessed	_____
Partial Payment	_____

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

IX. APPROPRIATION DATA

Fund	_____	_____	_____	_____	_____
Department	0914	_____	_____	_____	_____
Line Item	4282	_____	_____	_____	_____

X. DEPARTMENT/DIVISION: \_\_\_\_\_ Common Energy Plant \_\_\_\_\_

Project Manager: \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

DEPARTMENT/DIVISION MANAGER Signature

\_\_\_\_\_ Date \_\_\_\_\_

PUBLIC WORKS DIRECTOR Signatures

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	No	
		_____	_____	_____	_____
	_____	_____	_____	_____	