

**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: One (1) 2 1/2 Ton Dump Truck
- III. Project/Item(s) Description: 2 1/2 Ton, single axle, dump truck for The Parks Division
- IV. BID LETTING DATE: ASAP
- V. (If applicable) Grant No.: \_\_\_\_\_  
 Funding Source: \_\_\_\_\_  
 Estimated Completion Date: \_\_\_\_\_  
 Estimated Grant Receipt Date: \_\_\_\_\_

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 55,000<sup>00</sup>

VII. BASIS OF PAYMENT	Assessed	<input type="checkbox"/>	Non-Assessed	<input type="checkbox"/>
	Single Payment	<input type="checkbox"/>	Partial Payment	<input type="checkbox"/>

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 0208 \_\_\_\_\_  
 Department 0607 \_\_\_\_\_  
 Line Item 4360 \_\_\_\_\_

X. DEPARTMENT/DIVISION:

Project Manager: Lon Van Deusen Date 1/13/04  
Lon Van Deusen  
 DEPARTMENT/DIVISION MANAGER Signature Date 1/13/04  
Sheedore Vore  
 PUBLIC WORKS DIRECTOR Signatures Date 1-19-04

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation	<u>1/21/2004</u>	<u>LL</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk
Cash Flow	---	---	<input type="checkbox"/>	<input type="checkbox"/>	Public Works
	---	---	<input type="checkbox"/>	<input type="checkbox"/>	Engineering
	---	---	<input type="checkbox"/>	<input type="checkbox"/>	Project Manager