

REQUEST AUTHORIZATION FOR MAYOR AND FINANCE OFFICER TO SIGN PROFESSIONAL SERVICES AGREEMENT OR AMENDMENT

No. PW051104-08

Date: _____

Project Name & Number: Fairgrounds East Drainage Improvements DR04-1389

CIP #: 50544

Project Description: Provide consulting services for Element 90 as defined in the Knollwood Drainage Basin Design Plan including the Centre St culvert crossing. Project to be coordinated with the Countys Fairgrounds drainage project just downstream.

Consultant: Ferber Engineering

Original Contract Amount: \$5405

Original Completion Date: 6/18/04

Amendment Number: _____

Amendment Description: _____

Current Contract Amount: _____

Current Completion Date: _____

Change Requested: _____

New Contract Amount: _____ \$0.00

New Completion Date: _____

Funding Source This Request:

Amount	Dept.	Line Item	Comments
\$5,405.00	8911	4223	
\$5,405.00	Total		

Agreement Review & Approvals

Project Manager Date

Division Manager Date

Department Director Date

City Attorney Date

ROUTING INSTRUCTIONS

Route **two** originals of the **Agreement** for review and signatures.
 Finance Office - Retain one original
 Project Manager - Retain second original for delivery to Consultant
 cc: Public Works
 Engineering
 Project Manager

FINANCE OFFICE USE ONLY

(Note to Finance: Please write date of Agreement in appropriate space in the Agreement document)

	Date	Initials	Approved	
Appropriation			Y	N
Cash Flow			Y	N