

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

Date:

Project Name & Number: Generator Equipment Procurement for Well #12 – Stoney Cr4eek **CIP #:** 50318
 Booster Station, Project no.: W03-953.E1

Project Description: Review and modify specifications, prepare bid documents, and review equipment shop drawings.

Consultant: CETEC Engineering Services, Inc.

Original Contract Amount: \$ _____ **Original Contract Date:** _____ **Original Completion Date:** _____

Amendment Number:

Amendment Description:

Current Contract Amount: _____ \$5,200.00 **Current Completion Date:** _____ December 1, 2005
Change Requested: _____
New Contract Amount: _____ \$5,200.00 **New Completion Date:** _____ December 1, 2005

Funding Source This Request:

Amount	Dept.	Line Item	Comments
\$2,600.00	933	4223	
\$2,600.00	934	4223	
\$5,200.00	Total		

Agreement Review & Approvals

[Signature] 10/24/05 *[Signature]* 10-25-05 *[Signature]* 10-25-05
 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	
10/25/05	<i>[Signature]</i>	N	
Cash Flow		Y	N