



CITY OF RAPID CITY

300 SIXTH STREET
RAPID CITY, SOUTH DAKOTA 57701

PARKS AND RECREATION DEPARTMENT

Jerry W. Cole,
Director
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Jeri Lynn
Administrative
Assistant
(605) 394-5225

Lon Van Deusen,
Parks & Cemetery
Manager
(605) 394-4175

Doug Lowe,
Recreation Manager
(605) 394-4168

James (JJ) Walraven
Golf Superintendent
(605) 394-4199

Duncan Olney
Aquatics Manager
(605) 394-4168

Parks and Recreation Memo

Date: January 17, 2006

To: City Council Members

From: Jerry Cole, Parks and Recreation Director

Subject: Purchase of Vehicle for the Recreation Division

The Recreation Division has submitted a request for authorization to purchase a 12 Passenger Van from State Contract No. 14664, Beck Motors, Pierre, South Dakota, in the total amount of \$21,784. This amount includes delivery charges to Rapid City.

Funding for this purchase is included in the approved 2006 budget for the Recreation Division. The van will be used to provide transportation for summer recreation programs, the new fall school programs, and give the Division a vehicle that can be used for other transportation needs

Please approve the authorization to purchase this vehicle. If you have any questions, don't hesitate to contact me.

ADVERTISING AUTHORITY

PW013106-32

This form must be completed and approved by the City Finance Office prior to presenting items to the City Council and/or Committees of the City 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: Permission to purchase from State Contract No. 14664 with Beck Motors, PO Box 729, Pierre, SD, One (1) 2006 Chevrolet Express 1 Ton 12 Passenger Van, Item No. 29A, for a bid amount of \$21,654, plus delivery charges in the amount of \$130, for a total purchase cost of \$21,784

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) \$ 21,784

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

VIII. DISBURSEMENT SCHEDULE Table with columns: Date, Amount, Amount, Amount, Amount, Amount. Total row shows \$ amounts.

IX. APPROPRIATION DATA
Fund 101
Department 601
Line Item 4360

X. DEPARTMENT/DIVISION:
Project Manager: Doug Lowe Date 1/10/2006
DEPARTMENT/DIVISION MANAGER Signature Date 1-9-2006
PARKS & RECREATION DIRECTOR Signature Date 1/10/2006

FINANCE OFFICE USE ONLY Table with columns: Date, Initial, Approved (Yes/No), Copy (Investment Desk, Public Works, Engineering, Project Manager)