

ADVERTISING AUTHORITY

PW051507-14

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 NO.: _____ CIP No. _____
 II. PROJECT NAME: Fork Lift Purchase
 III. Project/Item(s) Description: Request permission to advertise for the purchase of a Fork Lift for the Water Reclamation Facility. This would be a replacement for the current forklift that was purchased from federal surplus in 1998. (S/N-C2D11227R) with 1623.7 hours.

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 28,000.00

VI. BASIS OF PAYMENT Assessed Non-Assessed
 Single Payment Partial Payment

VII. APPROPRIATION DATA

Amount				
Fund				
Department	7072			
Line Item	4360			

VIII. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

IX. DEPARTMENT/DIVISION:

Project Manager: Ronald H. Baird Date 5-7-07
David V. Olsen Date 7 May 07
 DIVISION MANAGER Signature
Paul J. Beni Date 5/9/07
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation	Date	Initial	Yes	No	
Cash Flow	5/9/07	DL	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk Public Works Engineering Project Manager