

## ADVERTISING AUTHORITY

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: Vacuum Trailer

III. Project/Item(s) Description: Purchase of one new vacuum trailer for the treatment plant  
Used for tank maintenance. (Budgeted request.)

IV. BID LETTING DATE: \_\_\_\_\_

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 35,000.00

VI. BASIS OF PAYMENT

Assessed	<input type="checkbox"/>	Non-Assessed	<input type="checkbox"/>
Single Payment	<input checked="" type="checkbox"/>	Partial Payment	<input type="checkbox"/>

VII. APPROPRIATION DATA

Amount	\$35,000.00				
Fund	604				
Department	7072				
Line Item	4360				

VIII. (If applicable)

Grant No.: \_\_\_\_\_

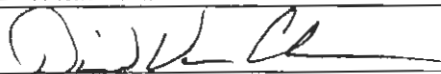
Funding Source: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

Estimated Grant Receipt Date: \_\_\_\_\_

IX. DEPARTMENT/DIVISION:

Project Manager: Don Mitchell Date 9 Apr 08

David Van Cleave  Date 9 Apr 08  
 DIVISION MANAGER Signature

[Signature] Date 9-Apr-08  
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation Cash Flow	4/9/08	DM	✓		Investment Desk Public Works Engineering Project Manager