


# CITY OF RAPID CITY

DEPARTMENT OF PARKS AND RECREATION  
125 WATERLOO STREET  
RAPID CITY, SOUTH DAKOTA 57701

Jerry W. Cole  
Director  
(605) 394-5225

To: Mayor Alan Hanks and City Council Members

From: Jerry Cole, Director   
Department of Parks and Recreation

Randy Lyons  
Landscape Designer  
(605) 394-5225

Subject: Authorize staff to advertise for bids for Rapid City Parks Restroom Renovation Project PR09-6019

Date: January 6, 2010

Jeri Taton  
Administrative  
Assistant  
(605) 394-5225

The Department of Parks and Recreation is requesting authorization to advertise for bids for Rapid City Parks Restroom Renovation Project PR09-6019; the Advertising Authority form is attached for your review.

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

This project will include renovations to the following restroom facilities:

- Canyon Lake Shelter #1
- Canyon Lake Shelter #2
- Canyon Lake Shelter #3
- Robbinsdale Park Upper
- Robbinsdale Park Lower
- Old Storybook Island Shelter

Doug Lowe  
Recreation Manager  
(605) 394-6161

Duncan Olney  
Aquatics Manager  
(605) 394-5223

Funding for this project is available in the Parks and Recreation CIP Fund.

If you have any questions, please contact me at your convenience.

## 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 ID NO.: PR09-6019  
 II. PROJECT NAME: Rapid City Parks Restroom Renovation Project  
 III. Project/Item(s) Description: Renovation of 6 restroom facilities

IV. BID LETTING DATE: February 9, 2010

V. (If applicable) Grant No.: \_\_\_\_\_  
 Funding Source: Parks and Recreation CIP  
 Estimated Completion Date: 1-Jul-10  
 Estimated Grant Receipt Date: \_\_\_\_\_

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ \$422,000

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

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
as invoiced	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total</b>	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 505  
 Department 8912  
 Line Item 4372

X. DEPARTMENT/DIVISION:

Project Manager: Randy Lyons Date 1/4/2010

DEPARTMENT/DIVISION MANAGER Signature \_\_\_\_\_ Date \_\_\_\_\_

PARKS & RECREATION DIRECTOR Signature \_\_\_\_\_ Date 1-8-10

FINANCE OFFICE USE ONLY			Approved		Copy
	Date	Initial	Yes	No	
Appropriation Cash Flow	1/10/10	RL	✓		Investment Desk
					Public Works
					Engineering
					Project Manager