

## ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items, which require formal bids, currently anything over \$15,000 (except emergency repair costs).

- I. PROJECT ID NO.: 11-01
- II. PROJECT NAME: Police Car Purchase
- III. Project/Item(s) Description: 5-All-Wheel Drive, police-rated four door sedans
- IV. BID LETTING DATE: December 6, 2011
- V. (IF APPLICABLE) Grant No.: \_\_\_\_\_  
 Funding Source: \_\_\_\_\_  
 Estimated Completion Date: \_\_\_\_\_  
 Estimated Grant Receipt Date: \_\_\_\_\_

VI. ESTIMATED COST OF PROJECT/ITEM(S)	\$145,000			
VII. BASIS OF PAYMENT	Assessed	_____	Non-Assessed	_____
	Single Payment	_____	Partial Payment	_____

VIII. DISBURSEMENT SCHEDULE

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

IX. APPROPRIATION DATA

Fund	0101				
Department	0201				
Line Item	4360				

- X. DEPARTMENT/DIVISION: Police Department Patrol Division
- Project Manager: Lt. James Johns Date 11/01/11
- DEPARTMENT/DIVISION MANAGER Signature \_\_\_\_\_ Date 11/01/11
- [Signature]* Date 11-1-11
- DIRECTOR Signatures \_\_\_\_\_

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
	Date	Initial	Yes	No
Appropriation Cash Flow	<u>11/1/11</u>	<u>JL</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

Investment Desk  
 Public Works  
 Engineering  
 Project Manager