

REQUEST FOR 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.: N/A CIP No.: N/A
 II. PROJECT NAME: 2014 STREET LIGHT MAINTENANCE CONTRACT
 III. Project/Item(s) Description: Annual contract for the maintenance of City-owned street lights.

IV. BID LETTING DATE: December 10, 2013

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 50,000.00

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

VII. APPROPRIATION DATA

Amount	\$50,000				
Fund Name	(Lighting) Streets GF				
Department	304				
Line Item	4225				
Fund	101				

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

IX. DEPARTMENT/DIVISION:

Project Manager: John Less *AD* Date 30-Oct-13
[Signature] Date 10-30-13
 DIVISION MANAGER Signature
[Signature] Date 11-1-13
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy	
	Date	Initial	Yes			
Appropriation	<u>10/4/13</u>	<u>JB</u>	<input checked="" type="checkbox"/>		Investment Desk	
Cash Flow					Public Works	
					Engineering	
					Project Manager	