

**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: Citizen Campus Roll-Off Bin Purchase  
 III. Project/Item(s) Description: Advertise for bids to supply the Solid Waste Division with 10 roll-off containers to be used for waste collection as part of the new Citizen Campus Facility.

IV. BID LETTING DATE: November 18, 2013

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 100,000.00

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

VII. APPROPRIATION DATA

Amount	\$50,000	\$50,000			
Fund	615	616			
Department	7102	7103			
Line Item	<del>4219</del> <del>4320</del>	<del>4219</del> <del>4320</del>			

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

IX. DEPARTMENT/DIVISION:

[Signature] Date 11-5-13  
 Project Manager Signature  
[Signature] Date 11-5-13  
 Division Manager Signature  
[Signature] Date 11-5-13  
 Department Director Signature

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	No
		<u>11/6/13</u>	<u>[Initials]</u>	<input checked="" type="checkbox"/>