Rev 12/21/09

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.: CIP No.

II. PROJECT NAME: Storm Water Utility Mini Excavator Purchase

III. Project/Item(s) Description: Purchase of a rubber tracked mini excavator for the storm water drainage maintenance program. Equipment will be financed.

IV. BID LETTING DATE:

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 75,000.00

VI. BASIS OF PAYMENT

Assessed		Non-Assessed	
Single Payment		Partial Payment	X

VII. APPROPRIATION DATA

Amount	$75,000				
Fund Name	Storm Water				
Department	7401				
Line Item	4360				
Fund	609				

VIII. (If applicable)

Grant No.:

Funding Source: Wells Fargo Equipment Finance

Estimated Completion Date:

Estimated Grant Receipt Date:

IX. DEPARTMENT/DIVISION:

Project Manager: Dave Van Cleave Date 24-Mar-14

David Van Cleave Date 24 Mar 14

DIVISION MANAGER Signature

Date 3-27-14

DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		Investment Desk
Appropriation					Public Works
Cash Flow					Engineering
					Project Manager

(PW2 . 110891)