

### 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.: \_\_\_\_\_  
 II. PROJECT NAME: Toolcat 5600G Series  
 III. Project/Item(s) Description: Equipment to be used by Parks Division  
 IV. BID LETTING DATE: February 17, 2015  
 V. (If applicable) Grant No.: \_\_\_\_\_  
 Funding Source: \_\_\_\_\_  
 Estimated Completion Date: \_\_\_\_\_  
 Estimated Grant Receipt Date: \_\_\_\_\_

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 60,000

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

#### VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

#### IX. APPROPRIATION DATA

Fund General Fund  
 Department 607  
 Line Item 4360

#### X. DEPARTMENT/DIVISION:

Project Manager: \_\_\_\_\_ Date \_\_\_\_\_

*Tom Van Dusen*  
 DEPARTMENT/DIVISION MANAGER Signature \_\_\_\_\_ Date 1/16/15

*[Signature]*  
 PARKS & RECREATION DIRECTOR Signature \_\_\_\_\_ Date 1-16-15

FINANCE OFFICE USE ONLY		Approved		Copy
Date	Initial	Yes	No	
1/16/15	<i>TV</i>	✓		Investment Desk
				Public Works
				Engineering
				Project Manager