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: E35 T4 ZTS Bobcat Compact Excavator

III. Project/Item(s) Description: for use by the Parks Division

IV. BID LETTING DATE: February 17, 2015

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 60,000.00

VI. BASIS OF PAYMENT

Assessed		Non-Assessed	
Single Payment	XX	Partial Payment	

VII. APPROPRIATION DATA

Amount	$60,000				
Fund Name	General				
Department	607				
Line Item	4360				
Fund					

VIII. (If applicable)

Grant No.:

Funding Source:

Estimated Completion Date:

Estimated Grant Receipt Date:

IX. DEPARTMENT/DIVISION:

Project Manager: Date

DIVISION MANAGER Signature Date 21-Jan-15

DEPARTMENT DIRECTOR Signature Date 21-Jan-15

FINANCE OFFICE USE ONLY	Date	Initial	Approved		Carbon Copy
			Yes		Investment Desk
Appropriation	1/22/15	JH	✓		Public Works
Cash Flow					Engineering
					Project Manager

(PW2 . 110891)