

## 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: Equipment Rental Rates for Snow Removal Operations  
 III. Project/Item(s) Description: Permission to solicit bids for various pieces of equipment (operated) that may be needed for snow removal operations during the 2015/2016 snow season.

IV. BID LETTING DATE: November 10, 2015

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	General			
Department	302			
Line Item	4243			
Fund	101			

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

IX. DEPARTMENT/DIVISION:

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

  
 DIVISION MANAGER Signature \_\_\_\_\_ Date 10/9/2015

  
 DEPARTMENT DIRECTOR Signature \_\_\_\_\_ Date 10-13-15

FINANCE OFFICE USE ONLY			Approved		Carbon Copy	
Appropriation Cash Flow	Date	Initial	Yes		Investment Desk	
		<u>10/13/15</u>	<u>JS</u>	<input checked="" type="checkbox"/>		Public Works
					Engineering	
					Project Manager	