Rev 12/21/09

REQUEST FOR PURCHASE

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.:

II. PROJECT NAME: Two (2) Skid Loaders

III. Project/Item(s) Description: Purchase two skid loaders with grapple bucket attahcments to replace existing 2009 Bobcat skid loaders.

IV. BID LETTING DATE: N/A

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 104,930.94

VI. BASIS OF PAYMENT

Assessed		Non-Assessed	
Single Payment		Partial Payment	

VII. APPROPRIATION DATA

Amount	$104,930.94				
Fund Name	SW Capital				
Department	7104				
Line Item	4360				
Fund	615				

VIII. (If applicable)

Grant No.:

Funding Source:

Estimated Completion Date:

Estimated Grant Receipt Date:

IX. DEPARTMENT/DIVISION:

Project Manager: Date

DIVISION MANAGER Signature Date 10-9-15

DEPARTMENT DIRECTOR Signature Date 10-9-15

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		Investment Desk
Appropriation	10/12/15		✓		Public Works
Cash Flow					Engineering
					Project Manager

(PW2 . 110891)