

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: Street Light Maintenance Contract
 III. Project/Item(s) Description: Annual City of Rapid City Street Light Maintenance Contract

IV. BID LETTING DATE: December 1, 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	Street Lighting				
Department	304				
Line Item	4225				
Fund	101				

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

IX. DEPARTMENT/DIVISION:

Project Manager: [Signature] Date 11-3-15
 DIVISION MANAGER Signature: [Signature] Date 11-3-15
 DEPARTMENT DIRECTOR Signature: [Signature] Date 11-6-15

FINANCE OFFICE USE ONLY			Approved		Carbon Copy	
Appropriation	Date	Initial	Yes		Investment Desk	
Cash Flow	11/5/15	[Initials]	✓		Public Works	
					Engineering	
					Project Manager	