

REQUEST FOR PURCHASING 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: Rapid City Fire Department Staff Vehicle
 III. Project/Item(s) Description: Purchase one (1) 4x4 crew cab-special service
package, Ram 1500 Special Service Vehicle using state bid contract #16543
This will be an additional staff vehicle

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ \$25,240

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

VII. APPROPRIATION DATA

Amount	\$25,240				
Fund Name	Fire				
Department	0202				
Line Item	4360				
Fund					

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

IX. DEPARTMENT/DIVISION:

Project Manager: [Signature] Date 10/22/13
 DIVISION MANAGER Signature [Signature] Date 10/22/13
 DEPARTMENT DIRECTOR Signature _____ Date 10/22/13

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