

# PURCHASING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items, which require formal bids, currently anything over \$15,000 (except emergency repair costs).

I. PROJECT ID NO.: \_\_\_\_\_

II. PROJECT NAME: 1 Chevrolet Caprice Patrol car & 2 Dodge Charger patrol cars

III. Project/Item(s) Description: Re: State Bid # 16543 (Chevrolet) and #16547 Dodge, Replacing aging patrol cars

IV. BID LETTING DATE: \_\_\_\_\_

V. (IF APPLICABLE) Grant No.: \_\_\_\_\_  
 Funding Source: \_\_\_\_\_  
 Estimated Completion Date: \_\_\_\_\_  
 Estimated Grant Receipt Date: \_\_\_\_\_

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$79,395

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

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total</b>	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund					
Department	201				
Line Item	4360				

X. DEPARTMENT/DIVISION: \_\_\_\_\_

Project Manager: Mark E. [Signature] Date 9-4-14

Don Hancock [Signature] Date 9-4-14

DEPARTMENT/DIVISION MANAGER Signature [Signature] Date 9-4-14

DIRECTOR Signature [Signature]

FINANCE OFFICE USE ONLY			Approved		Carbon Copy	
Appropriation Cash Flow	Date	Initial	Yes	No	Investment Desk Public Works Engineering Project Manager	