ADVERTISING 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: Purchase of one Ford Interceptor Utility

III. Project/Item(s) Description: Re: state bid # 16677, Replacing an aging patrol car.

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) $29,942

VII. BASIS OF PAYMENT

Assessed		Non-Assessed	
Single Payment		Partial Payment	

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	$	$	$	$	$
	$	$	$	$	$
	$	$	$	$	$
	$	$	$	$	$
	$	$	$	$	$
	$	$	$	$	$
	$	$	$	$	$
	$	$	$	$	$
	$	$	$	$	$
Total	**$**	**$**	**$**	**$**	**$**

IX. APPROPRIATION DATA

Fund					
Department	201				
Line Item	4360				

X. DEPARTMENT/DIVISION: _____

Project Manager: Mark Eisen Date 1-19-15

Don Heddick Date 1-20-15

DEPARTMENT/DIVISION MANAGER Signature

Date 1-20-15

DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	Investment Desk
Appropriation	1/19/15	JW	✓		Public Works
Cash Flow					Engineering
					Project Manager