

## 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 Suburban and Tahoe  
 III. Project/Item(s) Description: Purchase one (1) Chevrolet Suburban to replace Car 14, a 2002 Chevrolet Malibu with 122,000 miles. Purchase using State Bid Contract 16865 Beck Motors. Purchase one (1) Chevrolet Tahoe as an addition to the fleet due to increase in staffing. Purchase using State Bid Contract 16866 Billion Auto. Purchases using funds budgeted in line item 436000.  
 IV. BID LETTING DATE: \_\_\_\_\_

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 76,798

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

VII. APPROPRIATION DATA

	Suburban	Tahoe			
Amount	41,950	34,848			
Fund Name	GF	GF			
Department	0202	0202			
Line Item	436000	436000			
Fund					

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

IX. DEPARTMENT/DIVISION:

Project Manager: *Rod Sel* Date 10-13-15  
*Rod Sel* Date 10-17-15  
 DIVISION MANAGER Signature  
*M. Malt* Date 10-13-15  
 DEPARTMENT DIRECTOR Signature

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