

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 \$25,000 (except emergency and repair costs).

PROJECT ID NO.: _____

II. PROJECT NAME: _____

III. Project/Item(s) Description: Purchase of new 3/4 ton, 4x4 Pickup.

IV. BID LETTING DATE: as per state bid item 48 Contract 13269

V. (If applicable) Grant No.: _____

Funding Source: _____

Estimated Completion Date: _____

Estimated Grant Receipt Date: _____

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ _____

VII. BASIS OF PAYMENT

Assessed
Single Payment

Non-Assessed
Partial Payment

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
<u>June 2003</u>	<u>\$ 18268.00</u>	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	<u>\$ 18268</u>	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 672 015 Solid Waste Disposal

Department 7102 Landfill

Line Item 4360 Machinery & Tools

X. DEPARTMENT/DIVISION:

Project Manager: Dave McFarland

Date 4/8/03

James Wang

Date 4/8/03

DEPARTMENT/DIVISION MANAGER Signature

Date

PUBLIC WORKS DIRECTOR Signatures

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