

# REQUEST AUTHORIZATION FOR MAYOR AND FINANCE OFFICER TO SIGN PROFESSIONAL SERVICES AGREEMENT OR AMENDMENT

Project Name & Number: Work Place Air Quality Study for Material Recovery Facility

Project Description: conduct indoor air quality evaluation with the introduction of biosolids into the MSW and the operations of the cocompost facility

Consultant: RESPEC

Original Contract Amount: \$7,998 Original Completion Date: July 1, 2004

Amendment Number: \_\_\_\_\_

Amendment Description: \_\_\_\_\_

Current Contract Amount: \_\_\_\_\_ Current Completion Date: \_\_\_\_\_

Change Requested: \_\_\_\_\_

New Contract Amount: \_\_\_\_\_ New Completion Date: \_\_\_\_\_

**Funding Source This Request:**

Amount	Cost Center	Line Item	Comments
\$7,998	7103	4223	
<b>Total</b>			

### Agreement Review & Approvals

Project Manager _____ Date _____	Division Manager _____ Date _____
Department Director _____ Date _____	City Attorney _____ Date _____

**ROUTING INSTRUCTIONS**

Route **two** originals of the **Agreement** for review and signatures.  
 Finance Office: Retain one original  
 Project Manager: Retain second original for delivery to Consultant  
 cc: Public Works  
 Engineering  
 Project Manager

**FINANCE OFFICE USE ONLY**

(Note to Finance: Please write date of Agreement in appropriate space in the Agreement document)

	Date	Initials	Approved	
Appropriation			Y	N
Cash Flow			Y	N