

ADVERTISING AUTHORITY

PW071106-06

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 and repair costs).

I. PROJECT ID NO.: ST06-1573 CIP No. 50636

II. PROJECT NAME: Neighborhood Mill and Overlays

III. Project/Item(s) Description: Asphalt Overlays, Street and Curb & Gutter Replacement as Needed; Handicap Accessible Curb Ramps, Various Local Neighborhood Streets.

IV. BID LETTING DATE: August 15, 2006

V. (IF APPLICABLE) Grant No.:
Funding Source: 0505 - Streets 8910
Estimated Completion Date: October 15, 2006
Estimated Grant Receipt Date:

VI. ESTIMATED COST OF PROJECT/ITEM(S)

\$ 300,000.00

VII. BASIS OF PAYMENT

Assessed
Single Payment

Non-Assessed
Partial Payment

X

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
9/15/06	\$ 150,000	\$	\$	\$	\$
10/15/06	\$ 150,000	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$ 300,000	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund	0505				
Department	8910				
Line Item	4370				

X. DEPARTMENT/DIVISION:

Project Manager: _____ Date _____

_____ Date _____

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

WHEN BIDDING IS REQUIRED

Bidding is required of any local government entity when a purchase or contract equal to or exceeding \$15,000 is anticipated. This applies to contracts for the purchase, lease or rental of materials, supplies or equipment. If the contract is for the construction of public improvement, which involves the expenditure of a sum equal to or in excess of \$25,000; then advertisement for bids is required. (SDCL 5-18-2, 5-18-3).

(SDCL 5-18-18) Exemptions from Bidding -

- a) Purchase of utility services;
- b) Purchase of materials, supplies or equipment from the United State or its agencies, including purchases of federal surplus property;
- c) Equipment repair contracts;
- d) Purchase of surplus property from another public corporation;
- e) Purchase from the lowest bidder of an item contained on the state price list;
- f) Purchase from lowest bidder of an item competitively bid by another local government or by itself within the previous 12 months (documentation of such purchases is to be made in the entity's minutes and retained on file). A governing entity may not utilize the bid of another entity if the original bid specification included a trade-in allowance. If one entity accepts a bid net of trade-in allowances, another entity may not contract with the successful bidder by utilizing the 'original bid amount' for a cash outright purchase.