

PURCHASING AUTHORITY

PW112508-08

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.: Permission to purchase One (1) 2009 Ford Escape, from the State Contract, #15541, from McKie Ford. (McKie does not have the State Contract, but has agreed to honor the contract pricing.) for the Energy Plant

II. PROJECT NAME: _____

III. Project/Item(s) Description: General Motors suspended production of the Trailblazer. The Ford Escape is the closest in size to the Trailblazer, however it is in the next class down from the Trailblazer.

IV. BID LETTING DATE: December, 2008

V. (IF APPLICABLE) Grant No.: _____
 Funding Source: 914 - 777
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 20,557

VII. BASIS OF PAYMENT	Assessed		Non-Assessed	
	Single Payment	X	Partial Payment	

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
February, 09	\$20,557	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$20,557	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund	777				
Department	914				
Line Item	4360				

X. DEPARTMENT/DIVISION: Energy Plant

Project Manager: _____ Date _____

[Signature] _____ Date 11-12-08

DEPARTMENT/DIVISION MANAGER Signature

[Signature] _____ Date 11-12-08

PUBLIC WORKS DIRECTOR Signatures

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation Cash Flow	11/14/08	<i>[Initials]</i>	✓		Investment Desk Public Works Engineering Project Manager