

ADVERTISING 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: Equipment Rental Rates for Snow Removal Operations
 III. Project/Item(s) Description: Permission to solicit bids for various pieces of equipment (operated) that may be needed for snow removal operations during the 2011/2012 snow season.

IV. BID LETTING DATE: October 11, 2011

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 50,000.00

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

VII. APPROPRIATION DATA

Amount	\$50,000				
Fund Name	General				
Department	302				
Line Item	4243				
Fund	101				

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

IX. DEPARTMENT/DIVISION:

Project Manager: Amber Sitts *AS* Date 9/1/2011
Don Brumbaugh Date 9/1/2011
 DIVISION MANAGER Signature
[Signature] Date 9-7-11
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation	Date	Initial	Yes		Investment Desk
Cash Flow	9/7/11	<i>AS</i>	<input checked="" type="checkbox"/>		Public Works
					Engineering
					Project Manager