

REQUEST FOR 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: Water Treatment Coagulant
 III. Project/Item(s) Description: Liquid Polymer Additive for Water Treatment Plant

IV. BID LETTING DATE: First Quarter 2012

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

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

VII. APPROPRIATION DATA

Amount	\$ 50,000.00				
Fund Name	Water				
Department	7011				
Line Item	4264				
Fund	602				

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

IX. DEPARTMENT/DIVISION:

Project Manager: Amber Sitts *AS* Date 1/16/2012
John Wagner *John Wagner* Date 1/16/2012
 DIVISION MANAGER Signature
Tom Wothoff Date 1-24-12
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		Investment Desk
Appropriation					Public Works
Cash Flow					Engineering
					Project Manager