

Rev 12/21/09

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: Odor Control for Elk Vale Lift Station
 III. Project/Item(s) Description: Odor control chemical (oxygen) for odor control at the Elk Vale Lift Station

IV. BID LETTING DATE: April 30, 2013

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 100,000.00

VI. BASIS OF PAYMENT	Assessed	<input type="checkbox"/>	Non-Assessed	<input checked="" type="checkbox"/>
	Single Payment	<input type="checkbox"/>	Partial Payment	<input checked="" type="checkbox"/>

VII. APPROPRIATION DATA

Amount	\$100,000				
Fund Name	Water				
	Reclamation				
Department	7071				
Line Item	4264				
Fund	604				

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

IX. DEPARTMENT/DIVISION:

Project Manager: Michelle Schwietzer *MDS* Date 3/15/13
David W. Clark Date 15 Mar 13
 DIVISION MANAGER Signature
Tommy W. Hoff Date 3-20-13
 DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes		Investment Desk Public Works Engineering Project Manager
		<u>3/20/13</u>	<u>DS</u>	<input checked="" type="checkbox"/>	