

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: 19,500 GVWR flatbed truck for Water Reclamation
 III. Project/Item(s) Description: Purchase of a flatbed truck for towing a 16,000 lb vacuum trailer and general maintenance work at the Water Reclamation Facility. This purchase is included in the 2013 budget

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 65,000.00

VI. BASIS OF PAYMENT	Assessed	<input style="width: 100%;" type="checkbox"/>	Non-Assessed	<input style="width: 100%;" type="checkbox"/>
	Single Payment	<input checked="" type="checkbox"/>	Partial Payment	<input style="width: 100%;" type="checkbox"/>

VII. APPROPRIATION DATA

Amount	65000			
Fund Name	Water Recl			
Department	830-7572			
Line Item	4360			
Fund	604			

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

IX. DEPARTMENT/DIVISION:

Project Manager: David Van Cleave Date 11-Jul-13

DIVISION MANAGER Signature Date 11/Jul/13

DEPARTMENT DIRECTOR Signature Date 7-29-13

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	Investment Desk Public Works Engineering Project Manager
	<u>7/29/13</u>	<u>DC</u>	<input checked="" type="checkbox"/>	