

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: Compact Track Loader for the Storm Water Utility

III. Project/Item(s) Description: _____

Requesting advertising authority for a compact track loader for the Storm Water Utility.

Unit will be used for maintenance of ditches and concrete drainage channels.

Forestry and Brush cutter attachments will be included as options.

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 132,000.00

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

VII. APPROPRIATION DATA

Table with 5 columns and 6 rows for Appropriation Data. Rows: Amount (\$132,000.00), Fund Name (Storm Water), Department (7401), Line Item (4360), Fund (609).

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

IX. DEPARTMENT/DIVISION:

Project Manager: Lany Reber Date 17-Jun-14

[Signature] Date 17-Jun-14
DIVISION MANAGER Signature

[Signature] Date 7-1-14
DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY table with columns for Date, Initial, Yes, and Carbon Copy. Includes rows for Investment Desk, Public Works, Engineering, and Project Manager.