Rev 12/21/09

REQUEST FOR PURCHASING 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: Purchase of a 3/4 ton pickup for Water Reclamation Treatment Facility

III. Project/Item(s) Description: Purchase of a 3/4 ton pickup from McKie Ford as a local match to state bid contract 16544. Unit will be a 2015 model year. The unit is a replacement for unit # 814 This is a budgeted expenditure.

IV. BID LETTING DATE:

V. ESTIMATED COST OF PROJECT/ITEM(S) $ 22769.82 (Includes $160.00 desintation charge)

VI. BASIS OF PAYMENT

Assessed		Non-Assessed	
Single Payment	X	Partial Payment	

VII. APPROPRIATION DATA

Amount	$22,769.82				
Fund Name	Water Recl.				
Department	7072 ~~833~~				
Line Item	4360				
Fund	604				

VIII. (If applicable)

Grant No.:

Funding Source:

Estimated Completion Date:

Estimated Grant Receipt Date:

IX. DEPARTMENT/DIVISION:

Project Manager: Clyde Jones Date 30-Jun-14

David Van Cleave Date 30-Jun-14

DIVISION MANAGER Signature

Date 7-1-14

DEPARTMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		Investment Desk
Appropriation	7/2/14	DD	✓		Public Works
Cash Flow					Engineering
					Project Manager

(PW2 . 110891)