

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.: 14-2213 CIP No. 51061
 II. PROJECT NAME: Jackson Springs Water Treatment Plant Supplemental Heating
 III. Project/Item(s) Description: Installation of unit heaters in the Jackson Springs Water Treatment Plan (JSWTP) to maintain adequate building temperatures during periods of very low outside temperatures

IV. BID LETTING DATE: November 12, 2014

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 Bonds				
Department	932				
Line Item	4360				
Fund	602				

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

IX. DEPARTMENT/DIVISION: _____
 Project Manager: [Signature] Date 9/17/14
 DIVISION MANAGER Signature [Signature] Date 9-18-14
 DEPARTMENT DIRECTOR Signature [Signature] Date 9-18-14

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes		
Appropriation	<u>9/19/14</u>	<u>[Initials]</u>	<input checked="" type="checkbox"/>		Investment Desk
Cash Flow					Public Works
					Engineering
					Project Manager