

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: Engineering Services Vehicle Purchase
 III. Project/Item(s) Description: Purchase two 2015 1/2 ton 4 wheel drive ext. cab pickup. One will replace a 2001 Chevy S10. One will replace a 2006 Chevy Colorado
This is a 2015 Budgeted item

Purchase from Billion Auto State Bid Contract. \$25,506 each. Chevrolet Silverado

IV. BID LETTING DATE: _____

V. ESTIMATED COST OF PROJECT/ITEM(S) \$ 51,012.00

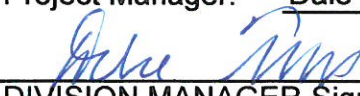
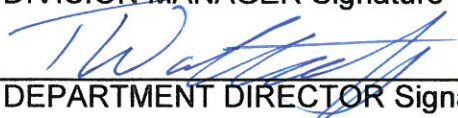
VI. BASIS OF PAYMENT Assessed Non-Assessed
 Single Payment Partial Payment

VII. APPROPRIATION DATA

| | | | | | |
|------------|----------|--|--|--|--|
| Amount | \$51,012 | | | | |
| Fund Name | PW Admin | | | | |
| Department | 108 | | | | |
| Line Item | 4360 | | | | |
| Fund | 101 | | | | |

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

IX. DEPARTMENT/DIVISION:

Project Manager: Dale Tech Date 3-26-15
 Date 3-26-15
 DIVISION MANAGER Signature
 Date 3-26-15
 DEPARTMENT DIRECTOR Signature

| FINANCE OFFICE USE ONLY | | Approved | | Carbon Copy |
|-------------------------|------|----------|-----|---|
| Appropriation | Date | Initial | Yes | Investment Desk Public Works Engineering Project Manager |
| Cash Flow | | | | |
| | | | | |