

## 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: Equipment Rental Rates for Snow Removal Operations  
 III. Project/Item(s) Description: Permission to solicit bids for various pieces of equipment (operated) that may be needed for snow removal operations during the 2015/2016 snow season.

IV. BID LETTING DATE: November 10, 2015

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				
Fund Name	General				
Department	302				
Line Item	4243				
Fund	101				

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

IX. DEPARTMENT/DIVISION:

Project Manager: \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

DIVISION MANAGER Signature

\_\_\_\_\_ Date \_\_\_\_\_

DEPARTMENT DIRECTOR Signature

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