

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 ID NO.: Vacuum Trailer
 II. PROJECT NAME: _____
 III. Project/Item(s) Description: For removal of soil during repairs when excavating around underground utilities that are in the same trench as the water or sewer mains.
 IV. BID LETTING DATE: _____
 V. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ _____

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

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
Dec.04 - Jan.05	\$ 38,000	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$ 38,000	\$	\$	\$	\$

IX. APPROPRIATION DATA
 Fund 602
 Department 7012
 Line Item 4350

X. DEPARTMENT/DIVISION: Water
 Project Manager: John Wagner Date 10/21/2004
 _____ Date _____
 DEPARTMENT/DIVISION MANAGER Signature
Richard [Signature] Date 10-22-04
 PUBLIC WORKS DIRECTOR Signature

FINANCE OFFICE USE ONLY		Approved		Carbon Copy	
	Date	Initial	Yes	No	
Appropriation Cash Flow	<u>10/25/04</u>	<u>[Signature]</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk
					Public Works
					Engineering Project Manager