

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.: _____ CIP No. _____
 II. PROJECT NAME: Water Treatment Coagulant
 III. Project/Item(s) Description: Liquid Polymer Additive for Water Treatment Plant

IV. BID LETTING DATE: First Quarter 2010

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 | | | | |
| Department | 7011 | | | | |
| Line Item | 4264 | | | | |
| Fund | 602 | | | | |

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

IX. DEPARTMENT/DIVISION:

Project Manager: Toni Broom *TB* Date 1/19/2010
John Wagner Date 1/19/2010
 DIVISION MANAGER Signature
[Signature] Date 1-19-10
 DEPARTMENT DIRECTOR Signature

| FINANCE OFFICE USE ONLY | | Approved | | Carbon Copy |
|-------------------------|---------|----------|-----|-----------------|
| Appropriation | Date | Initial | Yes | Investment Desk |
| Cash Flow | 1/20/10 | TB | ✓ | Public Works |
| | | | | Engineering |
| | | | | Project Manager |