GILA COUNTY DEPARTMENTAL REQUEST TO ADVERTISE FOR BIDS

All departments procuring purchases in excess of $50,000 that requires advertising for bids must follow the Procurement Procedures and must complete Item "I" of this form prior to such purchase. The requesting department is responsible for writing necessary specifications and routing them, including this form and completed Bid Request Form to the Purchasing Department. This Form must be completed and have a copy of the specifciations attached before routing begins. All Requests and Specifications will be in accordance with the Arizona Revised Statutes and the latest version of the Gila County Purchasing Policy and Procedures.

IS THIS A REQUEST FOR *Check one*

Bids X Proposals _____

Qualifications _____

REQUEST NUMBER

101314

(For Procurement Use Only)

I. DESCRIPTION: *List item(s) to be purchased, purpose, specific summary, estimated cost and funding source.*

FUNDING

PROJECTS: Up to Five (5) New AWD Utility Police Interceptors or Equal

Fund _____ Dept No. _____ Program _____ Location _____ Account _____

Estimated Cost _____

INTENT

It is the intent of this solicitation to estblish a contract with a vendor to provide new AWD Utility Police Interceptors or Equal

Signed: _____ Date _____

Elected Official or Department Head

II. DEPARTMENTAL INFORMATION ONLY: *Action Dates*

DATE				
	Department Receipt	10/13/2014	Placed on Agenda	10/13/2014
	Presented to Board	10/28/2014	Approved to Call	
	Delivered to Paper	10/30/2014	Paper Name	Arizona Silver Belt
	Advertised From	11/5/2014	To	11/12/2014
	Closing Date	11/19/2014	Bid Award Date	12/16/2014
	Awarded To	12/16/2014	Pre-Bid Meeting Date	

III. OTHER APPROVAL: *Only as necessary*

Department Name: _____

Department Head Signature Sam Stratton Date _____

Department Name: _____

Department Head Signature _____ Date _____

IV. APPROVED

Finance Director Signature _____ Date _____