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

121014-2

(For Procurement Use Only)

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

FUNDING PROJECTS: FM-0103 Copper Administration Building Remodel

Fund 1007 Dept No. 341 Program 801 Location _____ Account 4500.19

Estimated Cost $130,000

INTENT To replace the existing 12 year old roof of the Copper Admin Building with a fiber roofing system.

Signed: _____ Date 3/30/15

Elected Official or Department Head

II. DEPARTMENTAL INFORMATION ONLY: *Action Dates*

DATE	Department Receipt	12/10/2014	Placed on Agenda	3/27/2015
	Presented to Board	4/21/2015	Approved to Call	
	Delivered to Paper	2/25/2015	Paper Name	Arizona Silver Belt
	Advertised From	3/4/2015	To	3/11/2015
	Closing Date	4/1/2015	Bid Award Date	4/21/2015
	Awarded To		Pre-Bid Meeting Date	

III. OTHER APPROVAL: *Only as necessary*

County Manager: _____ Date 4/6/15

Don E. McDaniel, Jr.

County Attorney: _____ Date 4 2 2015

Bryan B. Chambers
Deputy County Attorney/Civil Bureau Chief
for Bradley D. Beauchamp, County Attorney

IV. APPROVED

Finance Director Signature _____ Date _____