EXHIBIT "H"

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*	REQUEST NUMBER
Bids _____ Proposals x Qualifications _____	_____ *(For Procurement Use Only)*

I. DESCRIPTION: WAN Point to Point services from Courthouse to Public Works Admin, Central Heights and Broad Street facilities.
Internet Services for all of Gila County
Estimated cost to be at least $5,000 per month to increase bandwidth between Globe facilities and overall internet access.

FUNDING PROJECTS: _____

Fund 1005 Dept No. 207 Program _____ Location _____ Account 4230.10

INTENT
It is the intent of this solicitation to establish a contract with a vendor to provide bundled WAN and Internet services to Gila County.

Signed: _____ Date 8/1/2016
Elected Official or Department Head

II. DEPARTMENTAL INFORMATION ONLY: *Action Dates*

DATE				
	Department Receipt		Placed on Agenda	8/1/2016
	Presented to Board	8/15/2016	Approved to Call	
	Delivered to Paper	8/18/2016	Paper Name	
	Advertised From	8/24/2016	To	8/31/2016
	Closing Date	9/9/2016	Bid Award Date	
	Awarded To		Pre-Bid Meeting Date	

III. OTHER APPROVAL: *Only as necessary*

Department Name: _____

Department Head Signature _____ Date _____

Department Name: _____

Department Head Signature _____ Date _____

IV. APPROVED

Finance Director Signature _____ Date _____