

ORDINANCE ATTACHMENT

AC Template (for authorizing expenditures)

*AC lines increment by 10 (i.e. line 1 = 10, line 2 = 20, etc.)

*If AC has fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows.

Type of AC Requested	Purchase Requisition (PR)#
ACPO	n/a

Line # of AC	Div	Obj Class	Main Acct	Fund	Subfund	Program	Procurement Category	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Planning Area	Amount	Project Name
10	60	06	66410	6006	n/a	WT002	Public Utilities and Public Sector Related Services	P690428-100001 (carryover)	600901	WT01	n/a		99	15,637.00	DRWP Treatment Capacity Increase - Design
20	60	06	66410	6006	n/a	WT002	Public Utilities and Public Sector Related Services	P690428-100001 (NEW)	600901	WT01	n/a		99	2,984,363.00	DRWP Treatment Capacity Increase - Design

3,000,000.00

Types of ACPR – for expenditures from a UTC or those that haven’t yet been bid.

AC's: ACPO – for all other expenditures that do not qualify for ACPR above.

Purch. Req: This is the purchase requisition (PR) number if one exists: e.g. PR123456. If there is no PR, indicate n/a.

AC line numbers begin with 10 and increment up by 10 (i.e. line 1 = 10, line 2 = 20, etc.)

Procurement Category: This is only required for grants and projects. The City Procurement Division has a list that can be searched at the Auditor’s intranet site. The title of the Procurement Category must be typed in EXACTLY in DAX for the system to recognize it.

Project ID: For capital projects this will be the project and subproject (project detail): e.g. P123456-100000.

For grants there are no subprojects: e.g. G123456.

If there is no project or grant, indicate n/a.