# BOARD OF CONTROL

# REQUEST FORM

The Board of Control meeting is held on Wednesdays at 11:15 a.m. in Council Chambers.
(Meeting location, day and time is subject to change with advanced notice)

***All requests must be received by <u>no later than 10:00 a.m. on the Tuesdays</u> prior to the meeting, or by 10:00 a.m. one day prior to the meeting when BOC is held on a day other than Wednesday.***

***<<< Answer all of the following questions for each request submitted >>>***

**1. Request Date: 3/9/2026**

**2. Name of Department Submitting Request: Public Property, Garage Division**

**3. Summary of Report: Parts for repairs needed for Street truck #28. Hill International is the sole source vendor because Hill is the only vendor able to provide International parts..**

**4. Name of Vendor: Hill International**

**5. Amount: $6,571.49**

**6. Number of account to be used for funding: 7010.I701.6400.3500**

**7. VENDOR DETAIL**

**Sole Source Vendor - Yes** **State Purchasing Vendor - No**

**List the names and the quote received from *at least* three vendors for the requested item; *Or*, if bids were submitted, use this area to list vendor names and bid amounts.**

**Vendor #1** Hill International $6,571.49

**Vendor #2** _____

**Vendor #3** _____

**Vendor #4** _____

**8. The Treasurer's Office has verified that the vendor selected is registered with the City. Yes**

**9. Is the amount requested due to a change order? No**

**10. If necessary, has City Council approved and when?** _____