



**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 no later than 10:00 a.m. on the Tuesdays 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: 3/25/2026
- 2. Name of Department Submitting Request: Public Property, Garage Division
- 3. Summary of Report: Street #92 is an International truck in need of repair. Hill International is the local supplier of International truck parts which are necessary for the repair of Street #92.
- 4. Name of Vendor: Hill International
- 5. Amount: \$16,299.47
- 6. Number of account to be used for funding: 7010.1701.6400.3500

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 \$16,299.47
- 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? _____