City of Pullman - Pullman Arts Commission

Request for Project Estimate

This request must be returned to the Point of Contact two weeks prior to the PAC meeting, which is held the 2nd Tuesday of each month.

To: Pullman Arts Commission

PAC Point of Contact: Jeri Harris, Commission Chair
PAC POC Info.: c/o Neill Public Library, 210 N. Grand Avenue

Re: (Project Name/Location)

Description: (Describe Project, points of contact, etc.)

Implementation Plan: (Describe implementation plan in detail, timeline, roles and responsibilities of members/organizations involved)

Potential Needs: (List what will be required for the FULL project, including taxes)

Costs: (List ALL aspects of project that are cost related. For example, travel, per diem, mortar, hotel, etc.)

Amount Raised To Date (if any) PAC Approval:

______________________________
Name, Chair
(sign by Chair after a majority approval by PAC)

______________________________
Date

This portion completed by the department of ________________

Construction Estimate $___________ (Total, All Costs plus Tax)

Design Costs (if any) $___________

Reviewed and Approved by: ________________________________

[Insert Name here], Director of ________________, City of Pullman

City Council Approval:

______________________________
Date

(date of Council meeting project was approved)

Revised September 2017, JB/Icl