

Capital Purchase Worksheet

Directions:

Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval.

Submitted by: David Thompson

Date Submitted: 11/14/2022

Is this purchase listed as a capital purchase in the approved budget? Yes

What amount is approved in the budget for this purchase? \$81,602

Description of the item and why the item is needed at this time.

We are having issues keeping reel mowers repaired and functional. Foley Recreation has had to loan a mower due to the repair issues.

Can your job be performed without the purchase of this item? Please explain below.

Not easily, having to share between multiple departments.

Have you obtained any quotes on the purchase to determine if it will come in, at, or below budget? If so, please attach.

There has been a price increase and it is above - \$81,602 = \$11,602.08 more than expected

Is this to replace a current capital asset? Yes

If so please list below the item being replaced and why it can not be used any longer.

We will be surplusng an older mower

How do you plan to dispose of the item that is being replaced?

Public Works auction.

Approval by City Administrator

  
Signature and Date

Approval by Council President

 11-14-22