

Capital Purchase Worksheet

Directions:

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

Submitted by: Lt. T Fuqua

Date Submitted: 03/01/2021

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

What amount is approved in the budget for this purchase? \$307,000.00

Description of the item and why the item is needed at this time.
Five Chevrolet Police Tahoes, 2 Dodge Ram pickup trucks, and the equipment to outfit and complete all 7 vehicles. These vehicles
and equipment are essential in the function of day to day tasks requested by the public.

Can your job be performed without the purchase of this item? Please explain below.
Not in an efficient manner as the age and mileage of our current fleet is steadily increasing.

Have you obtained any quotes on the purchase to determine if it will come in, at, or below budget? If so, please attach.
Yes, both the tahoes and pickup trucks are on the state bid with Donohoo Chevrolet and Stivers CDJR. Also, the bulk of the
equipment will come from the state bid contract. Additional required equipment will come from Gulf State Distributors, Haynes, Stalker,
and Stop Stick not to exceed the \$97,000.00.

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.
A few of the units will be additional vehicles to assist in the growth of the department. The remaining units will replace vehicles that
will be determined by age and mileage.

How do you plan to dispose of the item that is being replaced?
Auction or donation to a department in need.

Approval by City Administrator

Signature and Date

Approval by Council President

Signature and Date

*****THIS COMPLETED FORM MUST BE ATTACHED TO THE AGENDA ITEM IN LEGISTAR*****