

Capital Purchase Worksheet

Directions:

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

Submitted by: Darrell Russell

Date Submitted: 3/29/2021

Is this purchase listed as a capital purchase in the approved budget? No

What amount is approved in the budget for this purchase? 0

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

Replace 3 dump trucks

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

Yes, but allows for replacement sooner and at only 40% of the cost.

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

At budgeted increase figured based on quotes

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.

2003 International A7000 Sweeper Truck - vin# 1HTMMAANO3H571244

2000 GMC Dump Truck Tandem - Vin # 1GDT7H4C8YJ525188

2006 Sterling Dump Truck Tandem - Vin # 2FZHCHDCX6AV67720

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

Scrap per ADECA grant guidelines

Approval by City Administrator

Michael Thompson
Signature and Date

Approval by Council President

Signature and Date

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

Request to Increase Departmental Budget Dollars

Effective October 1, 2015 (Resolution # 15-2922), the City Administrator and Council President must pre-approve all increases of departmental budget dollars prior to expenditure of funds or submission to council. After the City Administrator and Council President give approval, the request must go to council approval prior to the expenditure of funds. Form must be provided to City Clerk, so she can obtain signatures at the council meeting.

Instructions:

Complete items below and submit to the City Administrator and Council President. Once the request is approved, a Resolution must be submitted in Legistar requesting the Mayor and Council to amend the budget.

Department Head Darrell Russell
Department Public Works
Budget Category Capital Purchase

Date Submitted 3/29/21

Darrell Russell
Signature

If Personnel Accounts, Approval from Human Resources Director is required.

Signature & Date

Reason for Increase:

ADECA VW grant awarded \$273,153 for purchase of three new dump trucks.

Amounts of Funds Needed	Account Number & Name
<u>\$273,153.00</u>	<u>100-3010-4200 (ADECA VW Settlement Grant)</u>
<u>\$88,650.00</u>	<u>100-3011-5100 (Capital Purchases - Street Construction)</u>
<u>\$339,300.00</u>	<u>100-3015-5100 (Capital Purchases - Road Crew)</u>
_____	_____

Approval by City Administrator

[Signature]
Signature

3/29/11
Date

Approval by Council President

Signature

Date

Finance Department Use Only:

Budget Adjustment Posted:

Resolution # _____ Signature _____ Date _____

***** THIS COMPLETED DOCUMENT MUST BE ATTACHED TO AGENDA REQUEST IN
LEGISTAR *****