

Capital Purchase Worksheet

Directions:

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

Submitted by: Chief Thurston Bullock

Date Submitted: 11/15/2021

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

What amount is approved in the budget for this purchase? \$7,495.00

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

Savage Bullet Trap allows our Criminal Investigations Division to compare collected shell casings to those from other crime scenes to narrow down if the crimes are related. It will speed up the process of narrowing down an offender.

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

Yes, but not in an efficient timely manner as this machine does the job of multiple people simultaneously.

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

Yes, all quotes are attached.

Is this to replace a current capital asset? No.

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

N/A

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

N/A

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*******