

Capital Purchase Worksheet

Directions:

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

Submitted by: Chuck Lay

Date Submitted: 1/10/2022

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

What amount is approved in the budget for this purchase? 30,000

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

Ford F-150 Lightning Pickup Truck

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

No, it will replace a truck that has outlived its expected useage time and is failing

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

In the works at present

Is this to replace a current capital asset? Yes

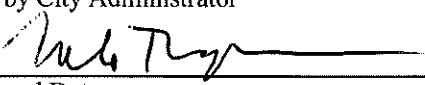
If so please list below the item being replaced and why it can not be used any longer.

2008 Ford F150 Pickup Truck. Becoming unreliable and having too many maintenance issues

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

Turn over to public works

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*****