

Capital Purchase Worksheet

Directions:

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

Submitted by: Jeff Lee

Date Submitted: 12/11/2023

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

What amount is approved in the budget for this purchase? \$39,000

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

We are requesting to purchase a new Ford F-150 for the Parks crews. This addition is needed to replace an existing
aging truck. We've had several issues with the 2008 Ford F-150 and are in need of a more reliable option.

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

Yes, but with the age and issues with the 2008 F-150, we are in danger on not being able to performs our duties
if one goes down permanently

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

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 F-150 X-CAB #501013 Vin#1FTRX12W58FC22827

This truck has needed constant repairs and will cost more to maintain than it is worth.

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

Auction or dispose

Approval by City Administrator

Signature and Date

Approval by Council President

Signature and Date