

Capital Project Worksheet

Directions:

Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval. If this project is approved, you must complete the Pre-Project Worksheet and Budget forms.

Submitted by: Pam Harris

Date Submitted: 11/29/21

Is this purchase listed on the capital projects plan in the approved budget? Yes

What amount is approved in the plan for this project? \$25,000

In what year is this project shown to begin in the plan? FY22

Description of the project and why the project needs to be completed at this time.

Remove the old ceiling tiles in the large room of the senior center and replace with drop ceiling tiles.

Can your job be performed without the completion of this project? Please explain below.

Yes

Will not completing this project cause a public safety issue? Please explain below.

No

Do you expect to come in, at, or under budget on this project? Please explain below.

Under budget

Is there a grant associated with this project? no  
If so please list below the grant amount and the match required by the City.

\_\_\_\_\_

Approval by City Administrator

\_\_\_\_\_  
Signature and Date

Approval by Council President

\_\_\_\_\_  
Signature and Date

-----  
*If you need an account number/project number in order to complete your Agenda Item, forward this signed form to Miranda Bell (mbell@cityoffoley.org) and to Sue Steigerwald (ssteigerwald@cityoffoley.org)*

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