

Capital Purchase Worksheet

Directions:

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

Submitted by: _____

Date Submitted: _____

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

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

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

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

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

Is this to replace a current capital asset? _____
If so please list below the item being replaced and why it can not be used any longer.

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



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*******

Capital Project Worksheet

Directions:

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

Submitted by: LaDonna Hinesley

Date Submitted: 11/8/2021

Is this project listed on the capital projects plan in the approved budget? No. Cost is \$380,662.50

What amount is approved in the plan for this project? _____

In what year is this project shown to begin in the plan? 2023 - included at \$200K

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

The current comfort station is very outdated and not up to par with amenities in the park.

This project is not included in the current budget, but \$200 K is included in the 2023 budget for this project.

The project has been placed on a list of potential ARPA projects. IF it were completed using these funds, the city would not have the \$200K expenditure next year.

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

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

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

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)

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