

Capital Purchase Worksheet

Directions:

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

Submitted by: Darrell Russell

Date Submitted: 01/30/2017

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

What amount is approved in the budget for this purchase? 36,000

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

John Deere 1575 Terrain cut T4 with a John Deere 72 in. Fastback commercial Rear Discharge Deck

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

No, We have a 2008 Mower that we have had to set aside as a spare because we constantly have problems with it when it is regularly used. It no longer needs to be used on a regular daily basis, but will suffice as a backup mower. Also, Several miles of right-of-way, roadway, etc., have been added that we need to maintain in addition to what we already maintain. The new mower would greatly increase our ability to keep the City maintained.

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

Yes, and it is attached and would be purchased under NJPA

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.

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