

Capital Purchase Worksheet

Directions:

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

Submitted by: Leslie Gahagan

Date Submitted: 31-Jan-24

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

What amount is approved in the budget for this purchase? \$10,000

Description of the item and why the item is needed at this time.
The Nature Parks Department has a need to replace three swing frames.
It is budgeted in FY2024 for the Department, and is needed due to deterioration of the existing swing frames.
Backyard Solutions had the lowest quote for 3 swing bays with 6 swings, an arch post swing with 2 infant seats,
a game board and a play drum panel for \$9337 after shipping.

Can your job be performed without the purchase of this item? Please explain below.
No due to the safety of users on the existing swings.

Have you obtained any quotes on the purchase to determine if it will come in, at, or below budget? If so, please attach.
Yes, Attached
Backyard Solutions - \$9337 (freight may vary based on date of shipping)

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?
The replacement is for the wooden frames and metal (rusted) hardware which will all be taken to the landfill.



Approval by City Administrator

Signature and Date

Approval by Council President

Signature and Date