

## 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: 9/18/2019

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

What amount is approved in the budget for this purchase? \$265,000

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

2020 Freightliner M2 Chassis with a 2019 Elgin Crosswind One Regin Sweeper. This will be a replacement for  
Vehicle #301343 (Old #1043).

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

No, we need it to continue keeping the city streets clean. Our old sweeper truck cannot handle the demands anymore.

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 they are attached.

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.

Vehicle #301343 (Old #1043) because it is a 16 yr old sweeper truck having numerous breakdowns requiring

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

If the Volkswagen Grant, for which we have applied, is approved, we will dispose of it at the scrap yard per the  
requirements of the grant.

If we are not approved for the Volkswagen Grant, we will auction it through a J M Wood auction in Montgomery, AL.

Approval by City Administrator

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

Approval by Council President

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

## 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: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

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

What amount is approved in the plan for this project? \_\_\_\_\_

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

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

---

---

---

---

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? \_\_\_\_\_

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