

Capital Purchase Worksheet

Directions:

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

Submitted by: David Thompson

Date Submitted: 5/10/2024

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

What amount is approved in the budget for this purchase? \$20,000

Description of the item and why the item is needed at this time.
This is to replace the current Laser Line Painter.

Can your job be performed without the purchase of this item? Please explain below.
Yes, but a new one is needed.

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

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.
Yes, the current Laser Line Painter

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

Approval by City Administrator


Signature and Date

Approval by Council President

 5-10-24
Signature and Date

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