

Capital Purchase Worksheet

Directions:

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

Submitted by: Lt. S. Miller

Date Submitted: July 11, 2018

Is this purchase listed as a capital purchase in the approved budget? NO

What amount is approved in the budget for this purchase? N/A

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

Emergency purchase, current dishwasher is dated and inoperable.

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

No

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

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.

Emergency purchase, current dishwasher is dated and inoperable.

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

Will be taken to Public Works to be recycled

Approval by City Administrator

Signature and Date

Approval by Council President

Signature and Date

Request to Increase Departmental Budget Dollars

Effective October 1, 2015 (Resolution # 15-2922), the City Administrator and Council President must pre-approve all increases of departmental budget dollars prior to expenditure of funds or submission to council. After the City Administrator and Council President give approval, the request must go to council approval prior to the expenditure of funds.

Instructions:

Complete items below and submit to the City Administrator and Council President. Once the request is approved, a Resolution must be submitted in Legistar requesting the Mayor and Council to amend the budget.

Department Head Chief David Wilson
Department Foley Police Department
Budget Category Capital

Date Submitted July 19, 2018

If Personnel Accounts, Approval from Human Resources Director is required.

Signature & Date

Reason for Increase:

Emergency purchase, current dishwasher is dated and inoperable.

Amounts of Funds Needed	Account Number & Name
<u>\$5,605.90</u>	<u>100-2010-5100 Capital Purchase</u>
<u>\$</u>	_____
<u>\$</u>	_____

Approval by City Administrator

Signature

Date

Approval by Council President

Signature

Date

Finance Department Use Only:

Budget Adjustment Posted:

Resolution # _____

Signature

Date

******* THIS COMPLETED DOCUMENT MUST BE ATTACHED TO AGENDA REQUEST IN
LEGISTAR *******




Quote

06/29/2018

Project:
foley police department

From:
Birmingham Restaurant Supply
Johnny Cooper
2428 6th Ave. S.
Birmingham, AL 35233-3316
(205)252-0076
(205)252-0076 (Contact)

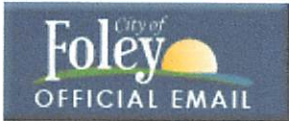
Job Reference Number: 13064

Item	Qty	Description	Sell	Sell Total
1	1 ea	DISHWASHER, UNDERCOUNTER Hobart Model No. Lxec-3 LXe Dishwasher, undercounter, 23-15/16"W x 25-9/16"D x 32-1/2"H, low temperature chemical sanitizing, (34) racks/hr, fresh water rinse, .74 gal/rack, delime notification, auto chemical priming, service diagnostics, detergent, rinse aid & sanitizer pumps, 120v/60/1-ph, cULus, NSF, ENERGY STAR® 	\$5,605.90	\$5,605.90
	1 ea	Standard warranty - 1-Year parts, labor & travel time during normal working hours		
			ITEM TOTAL:	\$5,605.90
			Total	\$5,605.90

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$5,605.90



Kelly O'Donnell <kodonnell@foleypolice.org>

Fwd: FW: foley police department Quote

1 message

Nicole Phillips <nphillips@foleypolice.org>
To: Kelly O'Donnell <kodonnell@foleypolice.org>

Thu, Jul 19, 2018 at 11:57 AM

----- Forwarded message -----

From: **Johnny Cooper** <jcooper@brescoinc.com>
Date: Fri, Jun 29, 2018 at 12:31 PM
Subject: FW: foley police department Quote
To: "nphillips@foleypolice.org" <nphillips@foleypolice.org>

See below

Johnny cooper

Sales/estimating

Birmingham restaurant supply,inc.

jcooper@brescoinc.com

205-252-0076 (phone)

205-323-8630 (fax)

www.brescoinc.com



From: Johnny Cooper
Sent: Friday, June 29, 2018 12:31 PM
To: 'nphillips@foleypolice.org'
Subject: foley police department Quote

[View "foley police department" Quote](#)

This price includes drop ship freight

Thank you

About 6-8 weeks ago 🙄

Kelly O'Donnell
Foley Police Department
Sent via iPhone
[Quoted text hidden]

Michael Thompson <mthompson@cityoffoley.org>

Thu, Jul 19, 2018 at 3:01 PM

To: Kelly O'Donnell <kodonnell@foleypolice.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Wayne <wtrawick@trawickb.com>, Shawn Miller <smiller@foleypolice.org>

I hope you have the inmates washing their plates! gives them something to do right?

Mike

[Quoted text hidden]

Wayne <wtrawick@trawickb.com>

Thu, Jul 19, 2018 at 3:03 PM

To: Kelly O'Donnell <kodonnell@foleypolice.org>, Michael Thompson <mthompson@cityoffoley.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Shawn Miller <smiller@foleypolice.org>

I'm OK for the next agenda.

Wayne

From: Kelly O'Donnell <kodonnell@foleypolice.org>

Sent: Thursday, July 19, 2018 2:58 PM

To: Michael Thompson <mthompson@cityoffoley.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>; Wayne <wtrawick@trawickb.com>; Shawn Miller <smiller@foleypolice.org>

Subject: Re: Request to Purchase Dishwasher for Corrections

[Quoted text hidden]

Kelly O'Donnell <kodonnell@foleypolice.org>

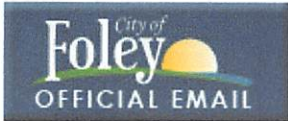
Thu, Jul 19, 2018 at 3:08 PM

To: Wayne <wtrawick@trawickb.com>

Cc: Michael Thompson <mthompson@cityoffoley.org>, Wayne Trawick <wtrawick@cityoffoley.org>, Shawn Miller <smiller@foleypolice.org>

Thank you both!!

Kelly O'Donnell
Foley Police Department
Sent via iPhone
[Quoted text hidden]



Kelly O'Donnell <kodonnell@foleypolice.org>

Request to Purchase Dishwasher for Corrections

6 messages

Kelly O'Donnell <kodonnell@foleypolice.org>

Thu, Jul 19, 2018 at 12:50 PM

To: Michael Thompson <mthompson@cityoffoley.org>, Wayne Trawick <wtrawick@cityoffoley.org>, Wayne <wtrawick@trawickb.com>

Cc: Shawn Miller <smiller@foleypolice.org>

*Good Afternoon,
Please find attached our Capital Purchase Request to purchase a Dishwasher for Corrections. I have CC'd Lt. S. Miller as well, just in case you have any questions.
Once we have your approval this will be on the next agenda.
Thank you!*

--

Kelly O'Donnell
Administrative Assistant to the Chief Of Police
Office Coordinator

www.foleyforensicseminar.com
"Live Simply"

Foley Police Department
251-952-4010 ext 237
251-943-2969 fax
251-923-9914 cell

"Like" the Foley Police Department on FaceBook & follow us on Twitter!

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Dishwasher Capital Purchase Request.pdf
615K

Michael Thompson <mthompson@cityoffoley.org>

Thu, Jul 19, 2018 at 1:39 PM

To: Kelly O'Donnell <kodonnell@foleypolice.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Wayne <wtrawick@trawickb.com>, Shawn Miller <smiller@foleypolice.org>

Thanks Kelly,

I will talk with Wayne about this. When did it finally die?

Mike

[Quoted text hidden]

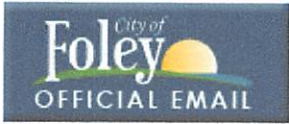
Kelly O'Donnell <kodonnell@foleypolice.org>

Thu, Jul 19, 2018 at 2:58 PM

To: Michael Thompson <mthompson@cityoffoley.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Wayne <wtrawick@trawickb.com>, Shawn Miller <smiller@foleypolice.org>

TY!



Kelly O'Donnell <kodonnell@foleypolice.org>

Capital Purchase Request

Wayne <wtrawick@trawickb.com>

Thu, Jul 19, 2018 at 3:07 PM

To: Kelly O'Donnell <kodonnell@foleypolice.org>, Michael Thompson <mthompson@cityoffoley.org>

Kelly

I'm good for the next agenda

Wayne

From: Kelly O'Donnell <kodonnell@foleypolice.org>

Sent: Thursday, July 19, 2018 11:59 AM

To: Wayne Trawick <wtrawick@cityoffoley.org>; Wayne <wtrawick@trawickb.com>

Subject: Fwd: Capital Purchase Request

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