

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

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

What amount is approved in the budget for this purchase? \_\_\_\_\_

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

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

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

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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.

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

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Approval by City Administrator

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Signature and Date

Approval by Council President

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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: Leslie Gahagan

Date Submitted: 3/12/2019

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

What amount is approved in the plan for this project? \$1,515,970

In what year is this project shown to begin in the plan? 2019

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

Phase I Bon Secour Headwaters Restoration - Grant award and timeline to purchase key property

Can your job be performed without the completion of this project? Please explain below.

No; water quality and quantity will continue to degrade river without the project.

Will not completing this project cause a public safety issue? Please explain below.

Yes; flooding potential

Do you expect to come in, at, or under budget on this project? Please explain below.

It should come in within budget.

Is there a grant associated with this project? Yes

If so please list below the grant amount and the match required by the City.

Grant amount is \$1,528,000 with no match required.

Approval by City Administrator

Signature and Date

Approval by Council President

Signature and Date