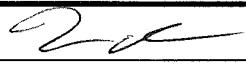


# FORM C

## CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity <u>Police</u>		Date Prepared <u>11-22-19</u>																
Contact Person <u>Michele Powers</u>		Phone Number <u>978-464-2928</u>																
1. Project Title & Reference No. <u>Radios</u>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="text-align: center;">Per Unit</td> <td style="text-align: center;">Total</td> </tr> <tr> <td>Purchase price or annual rental</td> <td style="text-align: right;">\$ 2255.77</td> <td style="text-align: right;">\$ 9023.08</td> </tr> <tr> <td>Plus: Installation or other costs</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Less: Trade-in or other discount</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Net purchase Cost or annual rental</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> </table>				Per Unit	Total	Purchase price or annual rental	\$ 2255.77	\$ 9023.08	Plus: Installation or other costs	\$	\$	Less: Trade-in or other discount	\$	\$	Net purchase Cost or annual rental	\$	\$
				Per Unit	Total													
Purchase price or annual rental				\$ 2255.77	\$ 9023.08													
Plus: Installation or other costs				\$	\$													
Less: Trade-in or other discount	\$	\$																
Net purchase Cost or annual rental	\$	\$																
2. Form of Acquisition (check appropriate) <u>XX</u> Purchase _____ Rental																		
3. Number of Units Requested <u>4</u>																		
5. Purpose of Expenditure (check appropriate)  <input checked="" type="checkbox"/> Schedule replacement <input type="checkbox"/> Present Equipment obsolete <input type="checkbox"/> Replace worn-out equipment <input type="checkbox"/> Reduce personnel time <input type="checkbox"/> Expanded service <input type="checkbox"/> New operation <input type="checkbox"/> Increased safety <input type="checkbox"/> Improve procedures, records, etc. week																		
6. Number of Similar Items in Inventory <u>10</u>																		
7. Estimated Use of Requested Item(s) <u>52</u> Weeks per year _____ Approx. months (if seasonal) For the weeks used, estimate: _____ Average days per week _____ Average hours per day used Estimated useful life in years _____																		
8. Replaced item(s)																		
			Prior Year's															
Item	Make	Age	Maint. Cost    Breakdowns    Rental Cost															
A. 4-HT 1000 Radios	Motorola	15+																
B.																		
C.																		
D.																		
E.																		
9. Recommended Disposition of Replacement Item(s) _____ Possible use by other agencies    _____ Trade-in    _____ Sale																		
10. Submitting Authority Submitted by <u></u> Date <u>11-22-19</u> Position <u>Chief</u> (signature)																		
11. Reserved																		

Source: Adapted from a form presented in "A Capital Improvement Programming Handbook", Government Finance Officers Association.

# FORM C

## CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity <u>Police</u>		Date Prepared <u>11-22-19</u>													
Contact Person <u>Michele Powers</u>		Phone Number <u>978-464-2928</u>													
1. Project Title & Reference No. <u>MDT</u>		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">4. Cost</td> </tr> <tr> <td></td> <td style="text-align: center;">Per Unit   Total</td> </tr> <tr> <td>Purchase price or annual rental</td> <td style="text-align: right;">\$ 3670.66   \$ 3670.66</td> </tr> <tr> <td>Plus: Installation or other costs</td> <td style="text-align: right;">\$   \$</td> </tr> <tr> <td>Less: Trade-in or other discount</td> <td style="text-align: right;">\$   \$</td> </tr> <tr> <td>Net purchase Cost or annual rental</td> <td style="text-align: right;">\$   \$</td> </tr> </table>		4. Cost			Per Unit   Total	Purchase price or annual rental	\$ 3670.66   \$ 3670.66	Plus: Installation or other costs	\$   \$	Less: Trade-in or other discount	\$   \$	Net purchase Cost or annual rental	\$   \$
4. Cost															
	Per Unit   Total														
Purchase price or annual rental	\$ 3670.66   \$ 3670.66														
Plus: Installation or other costs	\$   \$														
Less: Trade-in or other discount	\$   \$														
Net purchase Cost or annual rental	\$   \$														
2. Form of Acquisition (check appropriate) <u>XX</u> Purchase _____ Rental															
3. Number of Units Requested <u>1</u>															
5. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Schedule replacement <input type="checkbox"/> Present Equipment obsolete <input type="checkbox"/> Replace worn-out equipment <input type="checkbox"/> Reduce personnel time <input type="checkbox"/> Expanded service <input type="checkbox"/> New operation <input type="checkbox"/> Increased safety <input type="checkbox"/> Improve procedures, records, etc. week															
6. Number of Similar Items in Inventory <u>3</u>		7. Estimated Use of Requested Item(s) <u>52</u> Weeks per year _____ Approx. months (if seasonal) For the weeks used, estimate: _____ Average days per week _____ Average hours per day used Estimated useful life in years _____													
8. Replaced item(s)															
			Prior Year's												
Item	Make	Age	Maint. Cost   Breakdowns   Rental Cost												
A. 2014 MDT		5													
B.															
C.															
D.															
E.															
9. Recommended Disposition of Replacement Item(s) _____ Possible use by other agencies _____ Trade-in _____ Sale															
10. Submitting Authority		Date <u>11-22-19</u>													
Submitted by <u>[Signature]</u>		(signature)													
Position <u>Chief</u>															
11. Reserved															

Source: Adapted from a form presented in "A Capital Improvement Programming Handbook", Government Finance Officers Association.