

<b>Vehicle Purchase Authorization Form</b>			
<b>To be Completed by Requesting Department</b>	<b>1: Vehicle To Be Purchased</b>		
	Make: <b>FORD</b>	Model: <b>F-250</b>	Fund/Division: <b>4442</b>
	CIP Account # <b>N/A</b>	Budget Amount: <b>N/A</b>	Requested By: (Print Name & Initial) <b>Jason Serpa</b>
	New Vehicle Specifications: (if more space needed – attach pages)  <b>F-250 w/ tow package (single cab work truck) - see dealer sticker (attached)</b>		
	<b>2: Vehicle To Be Replaced: (To be completed for replacement vehicles only)</b>		
	Vehicle #: <b>253905</b>	Make: <b>FORD</b>	Model: <b>F-350</b>
	Year: <b>2009</b>	Mileage: <b>98,910</b>	Annual Miles Driven: <b>6,594</b>
	Annual Preventative Maintenance Costs: <b>\$447 / year</b>	Repair Costs Life-To-Date: <b>\$41,273</b>	
<b>3: Fleet Recommendations:</b>			
1. Does current vehicle meet Policy guidelines for replacement?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
2. Does vehicle evaluation justify replacement?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
3. Replacing with same class of vehicle? (If "no" attach memo)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
4. Requested Vehicle Specifications Approved?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
5. Alternative Fuel/Hybrid/Low-emission vehicle available for these specifications?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Recommended Alternative Fuel/Hybrid/Low Emission Vehicle: Make / Model / Recommended Fuel System			
6. Is a recycled vehicle available for this use?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Recommended Recycled Vehicle: Make / Model / Vehicle Number			
7. Is a used Enterprise department vehicle available for this use?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Recommended Enterprise Vehicle: Make / Model / Vehicle Number			
<b>4. Approvals:</b>			
Department Head Approval: 	Date: <b>6/7/24</b>		
Fleet Supervisor Approval: 	Date: <b>6/7/24</b>		
Public Works Director Approval: 	Date: <b>6-7-24</b>		
Finance Director Approval:	Date:		

## Vehicle Evaluation Form

### Vehicle Description:

Vehicle #:	Make:	Model:
523905	Ford	f350
Year:	Mileage \ Hours:	Completed By: (Print Name & Initial)
2009	98,910	S.Ellis

Rating Guide: (1-10) 1=Excellent to 10=Unservicable; (1-5) 1=Excellent to 5= Unservicable

Rating 1-10	Component: (Comments)
10	ENGINE: Turned in early due to blown engine. Cost to repair is over value of vehicle.
5	Transmission/Differential: Trans is good.
n/a	Power Take Off:
5	Chassis Outside: (including tires, brakes & windows) Tires and brakes are good. Body is in good shape.
Rating 1-5	Component: (Comments)
3	Suspension System: normal wear
5	Cooling System: oil in cooling system, with fuel.
3	Steering System: steering has normal wear
3	Vehicle Interior: dash is showing signs of cracking. Seat needs reupholstered. Floor is showing signs of wear near pedals.
34	Total Scoring Key: <b>Heavy Equipment:</b> 0-15=Excellent, 16-30=Good, 31-45=Fair, 46-60=Poor <b>Light Equipment:</b> 0-11=Excellent, 12-25=Good, 26-37=Fair, 38-50=Poor

Operational Cost Summary by Equipment  
For Month: 12 2023

Equipment ID	Miles/ Eng Hr	Fuel Cost	Oil Cost	PM Cost	Repair Cost	Depreciation Cost	MISC. Cost	Total Cost
253905	1 TON 09							
Month	0	155.04	0.00	100.85	0.00	0.00	105.00	360.89
Calendar YTD	7586	3722.06	0.00	882.48	19551.29	0.00	5509.20	29665.03
Life-to-Date	98910	45699.04	0.00	6705.39	34566.33	0.00	16500.35	103471.11

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