

Vehicle Purchase Authorization Form				
To be Completed by Requesting Department	1: Vehicle To Be Purchased			
	Make: <p style="text-align: center; font-size: 1.2em;">McNeilus</p>	Model: <p style="text-align: center; font-size: 1.2em;">Volterra</p>	Fund/Division: <p style="text-align: center; font-size: 1.2em;">441 4443</p>	
	CIP Account # <p style="text-align: center; font-size: 1.2em;">NEW</p>	Budget Amount: <p style="text-align: center; font-size: 1.2em;">\$ 0.00</p>	Requested By: (Print Name & Initial) <p style="text-align: center; font-size: 1.2em;">Jason Serpa </p>	
	New Vehicle Specifications: (if more space needed – attach pages) <p style="text-align: center; font-size: 1.2em;">Electric side-loader (residential) solid waste truck. (See specs)</p>			
	2: Vehicle To Be Replaced: (To be completed for replacement vehicles only)			
Vehicle #: <p style="text-align: center; font-size: 1.2em;">/</p>	Make: <p style="text-align: center; font-size: 1.2em;">/</p>	Model: <p style="text-align: center; font-size: 1.2em;">/</p>		
Year: <p style="text-align: center; font-size: 1.2em;">/</p>	Mileage: <p style="text-align: center; font-size: 1.2em;">/</p>	Annual Miles Driven: <p style="text-align: center; font-size: 1.2em;">/</p>		
Annual Preventative Maintenance Costs: <p style="text-align: center; font-size: 1.2em;">/</p>	Repair Costs Life-To-Date: <p style="text-align: center; font-size: 1.2em;">/</p>			
To be Completed by Fleet	3: Fleet Recommendations:			
	1. Does current vehicle meet Policy guidelines for replacement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
	2. Does vehicle evaluation justify replacement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
	3. Replacing with same class of vehicle? (If "no" attach memo)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
	Recommended Alternative Fuel/Hybrid/Low Emission Vehicle: Make / Model / Recommended Fuel System <p style="text-align: center; font-size: 1.2em;">Truck proposed is all-electric.</p>			
	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				
4. Approvals:				
Department Head Approval: 		Date: <p style="text-align: center; font-size: 1.2em;">3/30/26</p>		
Fleet Supervisor Approval: 		Date: <p style="text-align: center; font-size: 1.2em;">3/30/2026</p>		
Public Works Director Approval: 		Date: <p style="text-align: center; font-size: 1.2em;">3-30-26</p>		
Finance Director Approval: 		Date: <p style="text-align: center; font-size: 1.2em;">3-31-26</p>		