

Total Cost of item(s) being purchased: \$327,771.00

Do you have 3 quotes for all items listed above? Yes _____ No X

What is the purpose of each item(s) requested? The purpose of purchasing this Vacuum Truck is to be used at the Rio Bravo Lift-stations, Manholes, and at the Water Treatment Plant Settling Basins to [prevent any future problems and maintain free of debris.

If the purchase is to replace item(s) is the item(s) being replaced currently in use?

Yes _____ No X

What is the impact or risk potential if we don't purchase item(s)? There is a Potential risk that if we do not purchase this Vacuum Truck we will continue to have the same problems with the Settling Basins, Lift-stations, and Manholes.

Please Circle Priority: **(Critical)** Upgrade Desirable


PRIORITY 1: CRITICAL – Required to prevent a **critical** reduction in service, operating efficiency, economy, and/or safety; to protect valuable property; and/or comply with insurance or code requirements.

PRIORITY 2: UPGRADE – Required for **significant upgrade** in service, operating efficiency, economy and/or safety of current operations.

PRIORITY 3: DESIRABLE – Required to introduce **desirable**, but optional new service, program, faculty or staff, or to make small improvements in operating efficiency, economy and/or safety.

Required with this form:

- Price quotes
- Pictures of item(s) to be replaced
- 5 copies


System's Manager _____
Date: 8/29/14

**** Please note this form must be filled out in its entirety for purchase to be considered for approval ****