KITCHEN EQUIPMENT PURCHASE REQUEST

Notify Food Service Administrator/designee of equipment requests to obtain information on the newest technology.

Equipment type: ________________________________________________________________

1. Has the Plant Manager been consulted to verify the current power source? □ Yes □ No
   Plant Manager: ____________________________________________________________

2. Will existing internal/utility-owned power source support the increased load for new equipment? □ Yes □ No
   Specify: □ Liquefied petroleum (LP) gas □ Natural gas □ Electric

3. Did the Plant Manager provide input on equipment requests for power source, placement, and building/kitchen access? □ Yes □ No

4. Is a water source required to operate the equipment? □ Yes □ No
   Specify: □ Hot □ Cold □ Both

5. Drain required? □ Yes □ No
   Specify: □ Floor □ Plumbed

6. Are ventilation requirements adequate for requested equipment? □ Yes □ No
   If no, specify need: ____________________________________________________

7. What is the current life of the equipment being replaced? _____ years

8. How does the requested equipment fit menu application?
   Explain: ________________________________________________________________

9. Is a change in building structure required? □ Yes □ No
   Is yes, explain: __________________________________________________________
   Consulted Plant Manager: ________________________________________________

10. Will the equipment allow for easy access to exits and hallways/aisles without additional construction? □ Yes □ No
    If no, explain: _________________________________________________________

11. Are renovations of current space required? □ Yes □ No
    If yes, explain: ________________________________________________________
    Estimated cost: __________________________

12. Compliant with fire codes? Safety Officer: ________________________________ □ Yes □ No
    Explain: ______________________________________________________________

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Data classification category 1
13. Has the equipment been verified with the vendor it is Underwriters Laboratories (UL) and National Sanitation Foundation (NSF) approved? □ Yes □ No
   If no, explain: ________________________________

14. Are security and correctional packages built in? □ Yes □ No
   Explain: ________________________________

15. Will employee training be provided by the vendor at no cost? □ Yes □ No

16. How much training is required to operate the requested equipment? Explain: ________________________________

17. Has the Food Service Administrator/designee been consulted regarding surplus and/or bundle purchasing with other facilities requesting similar equipment? Date: ____________

18. Is the warranty included in the purchase price? □ Yes □ No
   Explain: ________________________________
   Extended warranty offered? Cost: ____________ □ Yes □ No
   Installation included? □ Yes □ No
   If no, additional cost: ____________
   Parts and labor included? □ Yes □ No
   If no, additional cost: ____________

19. Is the installation company authorized to perform service by the equipment manufacturer? □ Yes □ No

20. Location of nearest service representative: ________________________________

21. Is delivery/freight included in the purchase price? □ Yes □ No
   If no, additional cost: ____________

22. Has the Local Business Advisor (LBA) been consulted to secure funding? □ Yes □ No
   Budget: ____________
   If no, additional cost: ____________

Prospective equipment vendors/manufacturers who have assisted with this equipment specification:

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<th>Manufacturer</th>
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Requestor ____________________________ Signature ____________________________ Date ____________

The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 16-01, RCW 42.56, and RCW 40.14. Upon completion, the data classification category may change.

Distribution: ORIGINAL - Food Service Administrator/designee  COPY - LBA with specifications