

Equipment Budget – Inspection Checklist

Ok	Equipment Budget Inspection Checklist	Assigned To	Due Date
<input type="checkbox"/>	Have you included any/all vehicles and equipment that are bid directly on your contracts?		
<input type="checkbox"/>	Have you made a list of vehicles and equipment that do not get bid directly on your contracts? You will use this list later when building your Overhead Budget .		
<input type="checkbox"/>	Have you included owner's ROI on any owned vehicles and equipment?		
<input type="checkbox"/>	Can you achieve your sales goals outlined in your business plan with your forecasted vehicles/equipment? You must ensure you have an appropriate amount of equipment to achieve these objectives.		
<input type="checkbox"/>	Did you adjust fuel, insurance, and maintenance costs based on additions/subtractions to the number of vehicles in your fleet?		
<input type="checkbox"/>	Did you adjust fuel expenses for: <ul style="list-style-type: none"> <input type="checkbox"/> Forecasted changes in fuel prices <input type="checkbox"/> Forecasted changes in driving distance/frequency 		
<input type="checkbox"/>	Have you re-confirmed your insurance rates? Are they stable? Are they increasing?		
<input type="checkbox"/>	Did you adjust your repair and maintenance expenses based on the average age of your fleet? <ul style="list-style-type: none"> <input type="checkbox"/> If your fleet is getting older, repair and maintenance costs increase <input type="checkbox"/> If your fleet is getting newer, repair and maintenance costs decrease 		
<input type="checkbox"/>	Did you remember to exclude any major expenses from the previous year that are unlikely to occur again, e.g. major repairs (accident damage, engine replacement)?		
<input type="checkbox"/>	Did you remember to include any forecasted down payments or lease buyouts?		
<input type="checkbox"/>	Is your equipment to sales ratio in a realistic and accurate range for your company?		