



North Peace Housing Foundation

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Email: tammy.menssa@nphf.ca

To: The Board of Directors

From: Tammy Menssa, Executive Director

Re: Harvest Lodge Door Closures – Additional Budget Request 2

Date: April 26, 2024

In December of 2023, the Board approved the 2024 Lodge Budget, which included a request for \$70,000.00 to change out door closures at the Harvest Lodge in Fairview.

Subsequently, on January 23 of this year, due to a change in scope, the Board approved an additional budget request of \$17,115.00 plus GST to supply and install door closures in 50 units, bringing the total project cost to \$87,115.00 plus GST.

During the execution of the project, Midnight Glass Ltd. identified a need for door closures in 5 additional units, requiring a budget adjustment. The quoted price for supplying and installing door closures in these units is \$8,711.50, plus GST.

Recommendation:

Approve the supply and installation of 5 additional door closures at the Harvest Lodge in Fairview for the quoted price of \$8,711.50 plus GST, for a total project cost of \$95,826.50 plus GST, and grant Administration the authority to exceed the approved budget should any additional units require door closures.

Thank you for your consideration,

A handwritten signature in blue ink, appearing to read 'Tammy Menssa', is written over a light blue horizontal line.

Tammy Menssa

Executive Director