



North Peace Housing Foundation

6780 – 103 Avenue, Peace River, Alberta T8S 0B6

Phone: (780) 624-2055 Fax (780) 624-2065

To: The Board of Directors

From: Tammy Menssa, Acting Executive Director, Director of Human Resources and Housing Operations

Re: Purchase of Capital Asset – Maintenance Vehicle Replacement

Date: March 28, 2019

In February of last year, the Board of Directors approved the replacement schedule for the maintenance vehicles in the Foundation's fleet, with the guideline of either the vehicle reaching 10 years of service or 200,000 kilometres, whichever comes first.

Our maintenance vehicle fleet logs would indicate that we have one vehicle that fits those parameters and is scheduled for replacement in 2019. The vehicle due for replacement is a 2004 GMC Sierra with 183,253 kilometres as of March 28, 2019.

In the past, we have partially funded these purchases with the contract management fee arrangement with the province (i.e. capital replacement and maintenance project execution on behalf of the province for 5% of the value of the work). We anticipate that we will be receiving additional capital maintenance allocations similar to the ones from 2016-2018; on March 7, 2019 we received \$8,487.65 back for work completed in 2018. Please note, we do charge back a pro-rated portion of the vehicle depreciation to Alberta Social Housing Corporation, based upon the vehicle mileage as it is used for the Social Housing Portfolio.

I have provided quotations from local suppliers for Ford and GMC and Dodge vehicles and ask for your consideration in replacing the .

Recommendation: I am recommending that we purchase the 2019 Ford F-150 XL 4x4 Supercab Styleside 145.0 inch WB from Peace River Ford for the quoted price of \$36,400.00 plus taxes and fees.

Thank you for your consideration,

Tammy Menssa
Acting Executive Director, Director of Human Resources and Housing Operations