



North Peace Housing Foundation

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Email: tammy.menssa@nphf.ca

To: The Board of Directors

From: Tammy Menssa, Executive Director

Re: Purchase of Capital Asset – Maintenance Vehicle Replacement 2024

Date: April 21, 2024

In February 2017, the Board of Directors approved a replacement schedule for the Foundation's fleet vehicles. The guideline stipulated that vehicles would be replaced either upon reaching 10 years of service or upon accumulating 200,000 kilometres, whichever occurs first.

Our maintenance vehicle fleet logs indicate that we have one vehicle that fits these parameters and is scheduled for replacement. The vehicle due for replacement is a 2011 Chevy Silverado, with 200,000 km as of April 2024, currently being used in Manning.

In the past, we have partially funded vehicle replacement purchases with the contract management fee arrangement in place with the province (i.e., Capital Maintenance and Renewal project execution on behalf of the province for 5% of the value of the project). In early 2024, NPHF received \$38,825.45 for project work completed in 2021 and 2022. We anticipate that we will be receiving additional contract management fees totalling \$26,000.00 for work completed in 2023/24. 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.

In December of 2023, the Board approved \$45,000.00 for the replacement of one fleet vehicle, as per policy. However, the lowest quoted price exceeds the approved amount by \$5,257.00. Attached are quotations from Peace River Ford, Mighty Peace Chevrolet Buick GMC, and Peace River Chrysler.

Recommendation:

Approve the purchase of the 2022 RAM 1500 Classic SLT Quad Cab 4x4, for the quoted price of \$50,257.00 plus GST from Peace River Chrysler, for \$7,770.00 more than the approved budgeted amount. Please note, the vehicle was originally priced at \$61,300.00.

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