



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 Peace River

Date: March 25, 2021

In February 2017, 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 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 182,000 kilometres as of March 2021. The vehicle is 10 years old and although not over 200,000 kms, there are issues with the electrical and all-wheel drive system, the cruise control does not work, and the front-end needs to be done.

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 like the ones in the past; in the spring of 2021, we hope to receive approximately \$9,000.00 back for work completed in 2020. 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 Junction Motors in Grimshaw, Peace River Ford, Mighty Peace Chevrolet Buick GMC, and Peace River Chrysler.

Recommendation:

I recommend that we purchase the 2021 Silverado, 1500 Custom 4WD, double cab with a 2.7L turbo engine, including a factory installed remote start and Bluetooth/hands-free capability for the quoted price of \$41,897.00 plus GST from Mighty Peace Chevrolet Buick GMC.

Thank you for your consideration,

A handwritten signature in blue ink, appearing to read 'Tammy Menssa', written in a cursive style.

Tammy Menssa
Executive Director