

BLAINE COUNTY HOUSING AUTHORITY

BOARD MEETING AGENDA MEMO

Meeting Date:	January 10, 2024	Staff Member:	Thecla Campbell			
Agenda Item:	Recommendation to Approve Contract Work with Glass Masters					

Recommended Motion:

I move to approve contract work with Glass Masters to build out partitions for our Merriweather office.

Reasons for Recommendation:

The office currently lacks partitions to reduce noise and provide adequate privacy. Staff advised the Board during lease-up that there would likely be build-out costs. As with rent, BCHA would split the costs with BCCF 40/60. The total cost for glasswork and installation is \$10,712.81, so BCHA's part would be \$4,285.12.

Financial Impact:		
Glass work and installation	\$4,285.12	

Attachments:

1. Glass Masters Quote

G	^{⊾ass} t:	:er s	118 Lewis Street P. 0 Box 4734 Ketchum, ID, 83340 P: 208.726.1420 F: 208.726.3301		Work C WO Number: Date: Project Manage	WO-23-3041 Sep 01, 2023 r: Amelia Madsen	
Custom	BLAINE COUNTY HOUSING AUTHORI P.O. BOX 4045 KETCHUM, ID, 83340		5	Contact: Phone:	EMILY/ TESLA CAMPELL 788-6102		
		-	111 NORTH 1ST AVE		Site Address: 111 NORTH 1ST A MAYWEATHER BU SUITE 2J HAILEY, ID,		
Descrip	ption:	-GLASS WALL -GLASS WIND FOR OFFICE	OWS				
Qty	Descri	ption		Part#/ Size		Total Price Tax	
	3/8 Clea Chrome			Right Office		\$4,675.84 T	
1	3/8 Clear Glass		Left Office		\$5,406.40 T		

Note:

Chrome

This is a Work Order on

 Customer Acceptance and Approval

 Authorized Signature
 Date

 Authorized Name

Invoice to follow

Please return this form via email to: Info@glassmasters.biz

\$10,082.24

\$10,712.81

\$630.57

Subtotal:

Total:

SALES TAX & CITY TAX@ 8.00%:



