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Vanessa Matheny, MSW
Grants Supervisor
123 Madison Street, Oak Park, IL 60302

7/25/2022

Re: project B21-15

Dear Mrs. Matheny;

UCP Seguin was awarded a total of \$33,000 for this project year for the purposes of removing and constructing a new front porch structure at 1045 S Highland. When the bid process was completed, the project was awarded to the lowest, most responsible bidder-Dever Construction in the amount of \$28,320.

Original project scope included the removal of dated aluminum siding on the porch and the installation of new, and also included the capping of existing windows and door. In the process of removal of the siding, it became apparent that the three existing windows and the front entry door were not in a condition conducive to keeping and capping as part of the project. Both the wooden door and the three windows were approximately 25 years old, in badly weathered condition and not energy efficient.

In order for the framing and capping of the new structure to be seamless and efficient, UCP Seguin asked the contractor to install three new energy efficient vinyl replacement windows and new fiberglass entry door on the front porch. The additional cost of this work was \$5,752.00.

UCP Seguin ask that the remaining funds from the awarded grant in the amount of \$4,680 please be allocated towards the invoice of the window/door replacement.

This will allow us to maximize the entire grant amount as work completed was directly related to the original scope of work, had a positive environmental impact and met HUD outcomes as well.

Please see updated budget below.

Sincerely,

Inga E. Sandoval

Vice President of Property Management

Location	Approved amount	Awarded Project Cost
1045 S Highland	\$ 33,000.00	\$ 28,320.00
Front Porch construction		
	Grant Balance	\$ 4,680.00
Installation of new 3 new windows and door on front porch		\$ 4,680.00
	Grant Balance	0

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