SUBJECT: AMS EQUITY PLAN BUDGET INCREASE

MEETING DATE: JULY 15TH, 2020

MOTION: BE IT RESOLVED THAT Council amend the Budget to add $17,180 to the "AMS Equity Plan" line item for a total of $24,680, and that the Budget be subsequently amended.

PREPARED BY: Cole Evans – President

DOCUMENTS:
1. AMS Equity Plan Offer Letter

DESCRIPTION & RATIONALE: After going through the AMS Equity Plan RFP process, it was determined by the Executive Committee and the designated working group that $7500 was not enough money to produce the comprehensive plan that has been envisioned for the Society.

For the purposes of the RFP process, the budget allowance was increased to $25,000, and proposals were modified to meet this new balance. The proposal presented by the Commons Inclusion Strategies Inc. perfectly met the needs of the AMS within the budget allowance.

In order to proceed with the AMS Equity Plan with what was proposed, AMS Council must first amend the Budget to accommodate this increase in expenses.

BENEFITS: N/A

- Reputational
- Financial
- Sustainable
- Social

RISKS: N/A

- Financial
- Operational
- Reputational
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<th>N/A</th>
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<tr>
<td><strong>COSTS</strong></td>
<td>Financial, Resources, Lifecycle</td>
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<td><strong>TIMELINE</strong></td>
<td>Implementation Timeline</td>
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<td><strong>CONSULTATION</strong></td>
<td>Internal &amp; External Groups</td>
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AMS Equity Plan: Letter of Intent

June 26th, 2020

Ms. Adeline Huynh
CEO and Principal Consultant
The Commons Inclusion Strategies Inc.

Dear Ms. Huynh,

I am happy to inform you of our selection of your proposal for the AMS Equity Plan! We are happy to see that we have clear common goals and can collaborate together successfully to develop this project to its fullest capacity.

This Letter of Intent serves as an acknowledgement from the selected consultant (“The Commons Inclusion Strategies Inc.”) that they have been selected as per the guidelines of the AMS RFP process, and that the consultant is still interested in being contracted for this process.

The expected cost for this project will remain at the amount suggested in your presentation ($24,680.00); the expanded scope and deliverables are also at an agreeable capacity. This cost is subject to approval from the AMS Board of Directors (“AMS Council”).

If you agree to the above statements, please sign this letter of intent and return it to us as soon as possible.

We look forward to working with you! We will be in touch regarding next steps soon.

Kind Regards,

Cole Evans
AMS President
UBC Vancouver Senator
AMS Student Society of UBC Vancouver | ams.ubc.ca/leadership
D 403 870 1495 T 604 822 3972

Adeline Huynh
CEO and Principal Consultant
The Commons Inclusion Strategies Inc.