

**TONGAREN NATIONAL GOVERNMENT CONSTITUENCY
DEVELOPMENT FUND**

P.O. BOX 214-50211 NAITIRI

**MINUTES OF NG-CDFC MEETING HELD ON 23RD MAY, 2022 AT NG-CDF
BOARDROOM MUKUYUNI**

MEMBERS PRESENT:

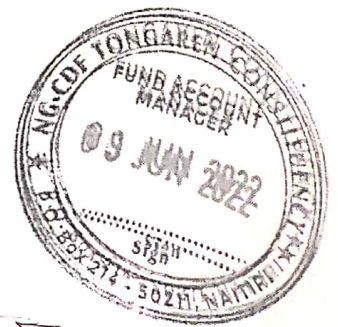
1. Maurice Changalwa-----Chairman
2. Christopher Simiyu-----Secretary
3. Stephen Kocch-----ACC
4. Krop Musa-----FAM
5. Jacklyne Mutoro-----Member
6. Carolye Edebe-----Member
7. Priscilla Cheret-----Member
8. Japheth Wanyonyi-----Member
9. Andrew Muhanji-----Member

IN ATTENDANCE

1. Abiud Walumbwe-----Clerk of Works

AGENDA:

1. Preliminaries.
2. Introduction.
3. Reading and confirmation of previous minutes and matters arising.
4. Change of project activity at KMTC Tongaren Financial year 2020/2021.
5. Re-submission of KMTC Tongaren project 2021/2022.
6. Approval of payment:
 - a) Bursary
 - b) Buses.



9/6/2022

- c) NG-CDFC Members Claims.
 - d) Repair of Toilets at NG-CDF Office.
 - e) Claims.
 - f) Chairs.
 - g) Service Charter and suggestion box.
7. Any other business.

MIN: NG-CDFC/TONG/91/05/2022: PRELIMINARIES

The meeting started with a prayer from Japheth Wanyonyi at 02:12 pm.

The chairman welcomed the members to the meeting and asked them to be free and he said the was an extra ordinary meeting.

The FAM informed members that the meeting was going to address pending issues at the board he also told them that the NG-CDF Chief Executive Officer is touring Kimilili, Kabuchai and Mount Elgon Constituencies.

MIN: NG-CDFC/TONG/92/05/2022: INTRODUCTION

The members introduced themselves. The ACC Mr.Stephen Koech said he was sent by the DCC to represent him.

MIN: NG-CDFC/TONG/93/05/2022: READING AND CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING

The chairman requested the secretary to read through the previous minutes. This was proposed by Carolyne Edebe and seconded by Andrew Muhanji as a true record of the previous meeting.

MATTERS ARISING

Committee memmbers discussed various issues that were captured in the previous meeting. Some of the issues that required clarification, and they included projects that were ongoing. The NGCDFC clerkj of works who was present addressed the issues and informed the members as follows

1. Soysambu Chiefs office four doored toilets are complete.



[Handwritten signature]
9/6/2022

2. Kegode primary school six doored toilets are being constructed.
3. Some chairs were bought for Tongaren NG-CDF Office Staff.
4. Tongaren NG-CDF office Service charter in both English and Kiswahili and suggestion box were put in place.

MIN: NG-CDFC/TONG/94/05/2022: CHANGE OF PROJECT ACTIVITY AT KMTC TONGAREN FINANCIAL YEAR 2021/2022

In 2020/2021 financial year KMTC Tongaren was allocated Kshs. 15Million for renovation activities. Kshs.8, 224,818 was used to renovate six lecture halls and four hostels. The NG-CDF committee resolved to change the project activity for the remaining Kshs. 6,775,182 for renovation of Dining hall, Kitchen, Computer Lab, Library and Administration block reason being the structures mentioned above were assessed by the Public works engineer and found out to be temporary structures and could not be renovated.

The committee instead resolved to undertake the erection of a two storied building in three phases.

- A) Phase 1- ground floor comprising of Library, ICT Lab, two offices, two stores, Three flush toilets for men and one door dedicated for Persons With Disabilities, four flush toilets for ladies and one door dedicated for Persons With Disabilities. The total funds allocated for phase 1 is Ksh 6,775,182 for FY 2020/2021 and Ksh 900000 for FY 2021/2022. The Total amount for phase 1 is Ksh 15,775,182. With this allocation the building will be constructed to the first floor suspended slab. The ground floor will be complete to a usable state.
- B) Phase 2- First floor – comprising of two big lecture halls, Three flush toilets for men and one door dedicated for Persons With Disabilities, four flush toilets for ladies and one door dedicated for Persons With Disabilities. The total engineers estimated cost for first floor is Ksh 11,550,530. With this allocation building will be constructed to the second floor suspended slab. The first floor will be complete to a usable state.
- C) Phase 3- Second floor – Comprises of two big lecture halls, Three flush toilets for men and one door dedicated for Persons With Disabilities, four



[Handwritten Signature]
9/6/2022



flush toilets for ladies and one door dedicated for Persons With Disabilities
 Total engineers estimated cost for second floor is Ksh 10,373,790. With
 this allocation the building will be constructed to completion. The second
 floor will be complete to a usable state.

D) Included in the engineers estimate (BQ) are the Preliminaries sum of Ksh 800,000 and prime cost and provisional sum of Ksh 2,500,000.

The all project cost according to the engineers estimate and the submitted BQ from the Public Works Office Bungoma County is Ksh 42,069,570.

The committee therefore resolved for the change of activity to be erection of two storey building (Phase 1) ground floor comprising of Library, ICT Lab, two offices, two stores, Three flush toilets for men and one door dedicated for Persons With Disabilities, four flush toilets for ladies and one door dedicated for Persons With Disabilities as tabulated below:-

Project Name	Original Activity	Amount	New Activity	Amount
KMTC Tongaren	Renovation of buildings (the buildings were for a teachers training college and were acquired together with the land): Dinning(300 capacity)/Kitchen (Removal of Asbestos, Re-roofing, internal and external plastering, flooring, window panes, shutters,	15,000,000	1. Erection of a two storey building (Phase 1) ground floor comprising of Library, ICT Lab, two offices, two stores, Three flush toilets for men and one door dedicated for	6,775,182



[Handwritten Signature]
 9/6/2022



internal and external painting, Gas fitting, plumbing and wiring - Kshs.

3,000,000/=), **Computer laboratory with a capacity of 150/**

Removal of Asbestos, Re-roofing, internal and external plastering, flooring, window panes, shutters, internal and external painting

Kshs. 3,000,000, **library with a capacity of 600-**

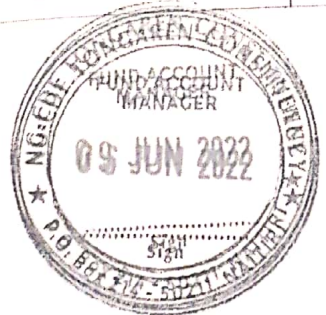
(Removal of Asbestos, Re-roofing, internal and external plastering, flooring, window panes, shutters, internal and external painting, fixing of shelves, plumbing wiring - Kshs. 3,000,000/=), **1**

Administration block of 6 units (Removal of Asbestos, Re-roofing, internal and external plastering, flooring, window panes, shutters,

Persons With Disabilities, four flush toilets for ladies and one door dedicated for Persons With Disabilities; substructure work, laying of foundation, raising of columns, walling, laying suspended slab, flooring plastering painting fixing of doors and windows to completion.

2. Renovation of six lecture halls and four hostels, Removal of Asbestos, Re-roofing, internal and external

8, 224,818



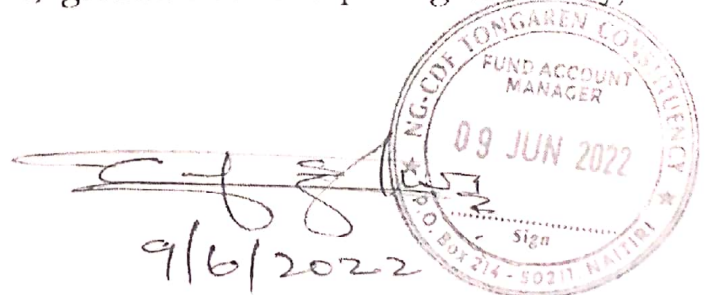
[Handwritten Signature]
9/6/2022



<p>internal and external painting, plumbing, wiring -Kshs. 2,000,000/=), 6 lecture halls (Removal of Asbestos, Re-roofing, internal and external plastering, flooring, window panes, shutters, internal and external painting, plumbing, wiring -Kshs. 2,000,000/=), 4 hostels: Removal of Asbestos, Re-roofing, internal and external plastering, flooring, window panes, shutters, internal and external painting, plumbing works, wiring -Kshs. 2,000,000/=)</p>		<p>plastering, flooring, window panes, shutters, internal and external painting, plumbing, wiring to completion</p>	
<p>TOTAL</p>	<p>15,000,000</p>		<p>15,000,000</p>

MIN: NG-CDFC/TONG/95/05/2022: RE-SUBMISSION OF KMTC TONGAREN PROJECT 2021/2022

The committee resolved to resubmit the Kshs. 9,000,000 budgeted for financial year 2021/2022 for construction of eight lecture halls at KMTC Tongaren to erection of a two storey building (Phase 1) ground floor comprising of Library,



ICT Lab, two offices, two stores, Three flush toilets for men and one door dedicated for PWDs, four flush toilets for ladies and one door dedicated for PWDs; substructure work, laying of foundation, raising of columns, walling, laying suspended first floor slab, flooring plastering, fixing of doors and windows painting to completion

Project Name	Activity	Amount
KMTC Tongaren	Additional funds for the erection of a two storey building (Phase 1) ground floor comprising of Library, ICT Lab, two offices, two stores, Three flush toilets for men and one door dedicated for Persons With Disabilities, four flush toilets for ladies and one door dedicated for Persons With Disabilities; substructure work, laying of foundation, raising of columns, laying of the ramp, walling, laying suspended first floor slab, flooring plastering, fixing of doors and windows painting to completion	9,000,000
		9,000,000

MIN: NG-CDFC/TONG/96/05/2022: APPROVAL OF PAYMENTS

The FAM asked the committee to approve the following payments;

1. Bursaries
2. Buses
3. NG-CDFC allowances
4. Tongaren NG-CDF Office Toilet repair



[Handwritten Signature]
9/6/2022

