



NOTICE OF A SPECIAL MEETING

AGENDA for the Special Meeting to be held on Tuesday, June 6, 2017 in the Council Chambers of the Municipal Office, 1 Mackenzie Boulevard, Mackenzie, BC.

1. **CALL TO ORDER at 11:45 AM**

2. **ADMINISTRATION REPORTS**

a) Owner's Representation Request for Proposals # - #

THAT the report from Kevin Clarkson, Director of Recreation Services, dated June 5, 2017 be received;

AND THAT Council agrees to source the Owner's Representative services for the Mackenzie Recreation Centre Phase 2 Energy Retrofit and Community Hall Upgrades Project to Colliers Project Leaders for the amount of \$314,500 to retain an Owner's Representative on a part-time (two (2) days per two (2) weeks) basis with an additional included three (3) months of anticipated full-time representation and project management services. Additional full-time services will be billed at an extra \$7500 per month;

AND THAT Council authorizes the Mayor and Chief Administrative Officer to execute the contract for the provision of these related services with Colliers Project Leaders.

3. **ADJOURNMENT**