

Board of Directors Minutes – Special Motion Approval

Thursday, June 30, 2022

Via Email

	Agenda Items	Discussion
1.	Capital Development Committee Report – Project Management Firm Recommendation	<p>On June 29, 2022, the Capital Development Committee met to receive a report from the Project Management Selection Sub-Committee.</p> <p>At that meeting, a unanimous recommendation to the board was made on the project management firm to be contracted for the development of the Health & Social Services Hub stage 2 business case. Following a robust and comprehensive RFP evaluation and independent scoring process, Colliers Project Leaders was chosen against two other firms that submitted proposals. Colliers has valuable experience working with the capital branch and on other hub development projects which will be an asset to RCHS as we work with our partner agencies to complete the business case.</p> <p>An email was circulated to the board on June 30th, containing the report from the Capital Development Committee and related motion, requesting acceptance by the board.</p> <p>The following motion was made via email.</p> <p>Motion: That the board accepts the report from the Capital Development Committee regarding the recommended project management firm and associated motion as noted.</p> <p>Moved by: Don Palmer Carried.</p> <p>A copy of the email containing the committee report and motion is appended.</p>

Approved by:

DocuSigned by:

CFDE406BE6834A1...
Janet Cosier, Board Chair
 10/25/2022 | 4:44 PM EDT

Date

DocuSigned by:

3F56D2DD41C24B0...
Terry Gilhen, Board Secretary
 10/25/2022 | 1:36 PM PDT

Date

From: Kristian Gundersen

Sent: Thursday, June 30, 2022 11:21 AM

To: Christine Joli-Coeur; Christopher Cummings; Deb McGuire; Michèle Leblanc; Don Palmer; Dorothy Thomson; Jackie Lord; Janet Cosier; Kristian Gundersen; Michele Bellows; Sandra Shaw; Terry Gilhen; Veena Ravichandran

Cc: Anne Caron

Subject: RCHS - Project Management Firm Recommendation for Approval

Good morning RCHS Board of Directors

At the Capital Development Committee yesterday, a unanimous recommendation to the board was made on the project management firm to be contracted for the development of the Health & Social Services Hub stage 2 business case. Following a robust and comprehensive RFP evaluation and independent scoring process, Colliers Project Leaders was chosen against two other firms that submitted proposals. Colliers has valuable experience working with the capital branch and on other hub development projects which will be an asset to RCHS as we work with our partner agencies to complete the business case.

We are seeking board endorsement of the following motion. We ask that you respond to this email, indicating your approval of the below (or otherwise) no later than Monday, July 4th, 2022.

Motion: That the Capital Development Committee recommends to the Board that Colliers Project Leaders be awarded the contract to provide project management services for \$86,560 in support of the stage 2 business case development, as per their RFP response. This is dependent on three acceptable reference checks and embedding appropriate risk mitigation strategies in the contract.

Moved by: Chris Cummings

Seconded by: Dorothy Thomson

Please note the confidential nature of this motion – we ask that you do not share this information outside of the board until the motion has been approved and the contract has been formally awarded.

Please reach out with any questions or concerns. Wishing everyone a safe and relaxing long weekend.

Kristian

Kristian Gundersen (he/him)

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