

Item No. 4



Exhibition Place

Management Report
April 30, 2013

Executive Summary

- Combined Operating Income (Loss) for Exhibition Place and Allstream Centre for the four months ended April 30, 2013 before net naming fees, building loan interest and amortization expense for the Allstream Centre was \$204,540 compared to a budget of \$357,416 for an unfavourable variance of (\$152,876). The budget is forecast to be achieved by year end.
- Net Income (Loss) for Exhibition Place and Direct Energy Centre for the four months ended April 30, 2013 was \$525,433 compared to a budget of \$526,302 for an unfavourable variance of (\$868).
- Operating Income (Loss) before interest and amortization expense for Allstream Centre for the four months ended April 30, 2013 was (\$320,893) compared to a budget of (\$168,886) for an unfavourable variance of (\$152,007) primarily due to budget timing of new events offset by lower utility costs due to warmer weather and energy saving initiatives. The budget is forecast to be achieved by year end.
- Fencing around the Hotel site in Parking Lot 1 was completed in April, in preparation for construction. Lots 1 and 2 have been realigned in order to accommodate more parking spaces.
- The Sales & Marketing team secured 45 new events for Exhibition Place.
- Exhibition Place's Recognition Committee received 86 staff nominations in February and March.

April 2013 Financials for Combined Exhibition Place & Allstream Centre

Combined Operating Income (Loss) for Exhibition Place and Allstream Centre for the four months ended April 30, 2013 before net naming fees, building loan interest and amortization expense for the Allstream Centre was \$204,540 compared to a budget of \$357,416 for an unfavourable variance of (\$152,876).

Exhibition Place

Net Income (Loss) for Exhibition Place and Direct Energy Centre for the four months ended April 30, 2013 was \$525,433 compared to a budget of \$526,302 for an unfavourable variance of (\$868).

- Rental income from events of \$4,336,633 is unfavourable to budget by (\$288,500) primarily due to higher than budgeted rent from January events such as the Boat show offset by budget timing of new events.
- Electrical net services of \$703,756 are favourable to budget by \$12,054 primarily due to higher than budgeted net electrical from CRFA and Green Living Show offset by a reduction of net electrical revenue due to budget timing of new events.
- Food & Beverage concessions of \$425,000 are unfavourable to budget by (\$129,504) primarily due to budget timing of corporate events.
- Show services from third party billings at \$1,220,928 are unfavourable to budget by (\$358,602) with corresponding decrease in related show expenses of \$404,196 for a net favourable variance of \$45,594 primarily due to budget timing of new events.
- Parking revenues at \$2,929,023 are favourable to budget by \$334,402 primarily due to higher than budgeted revenue from Sportsman Show, Toronto Marlies Games, Toronto Artist Show and CPMA offset by lower TFC parking due to lower than anticipated attendance.
- Program recoveries and interest income at \$109,133 are unfavourable to budget by (\$41,858) primarily due to lower than budgeted interest income and an unfavourable variance from BMO Field and Ricoh Coliseum recoveries due to lower level of labor services.
- Direct and indirect expenses at \$9,715,337 are favourable to budget by \$420,314 primarily due to lower utilities due to the energy savings initiatives combined with warmer weather, lower operational costs and lower direct expenses due to budget timing of new events. Indirect expenses include costs from various departments; these are Chief Executive Officer, Chief Financial Officer, General Manager, Marketing/Event Services, Corporate Secretary, Records & Archives,, Purchasing & Stores, Human Resources, Security, Finance, Operations, Facilities, Utilities, Special Appropriations,

Telecommunications and wages & materials for base building upkeep and general maintenance of the grounds.

- Comparative information - 2013 Year to date Combined Operating Income (Loss) results for Allstream Centre and Exhibition Place for the four months ending April 30, 2013 before interest expense and naming rights are lower than the corresponding period in 2012 primarily due to a higher net direct event income due to budget timing of new events in 2012.

Direct Energy Centre accounts receivable as at April 30, 2013 was \$1,582,745 consisting primarily of:

- \$283,314 for services on completed events of which nil has been received after April 30, 2013.
- \$177,996 for accounts with City Legal; this amount is fully provided for as a bad debt in the financial statements or the rental revenue has not been recognized as income and deferred as appropriate.
- \$172,081 of deposits owed as contractual for future events of which \$26,104 (15%) has been received after April 30, 2013.
- \$123,066 owed for sponsorship arrangements, of which nil has been received after April 30, 2013.

Exhibition Place accounts receivable as at April 30, 2013 was \$1,463,442 consisting primarily of:

- \$639,613 owed by tenants of which \$46,555 (7%) has been received after April 30, 2013.
- \$296,650 owed by BMO Field for payroll costs of which nil has been received after April 30, 2013.
- \$230,244 owed by Ricoh for payroll costs of which \$93,893 (41%) has been received after April 30, 2013.
- \$205,689 owed by City for various Capital and cost reimbursements and sick bank recoveries of which nil have been received after April 30, 2013.
- \$19,922 owed as contractual deposits for future events of which \$5,999 (30%) has been received after April 30, 2013.
- \$16,348 for show services on completed events of which nil has been received after April 30, 2013.

Allstream Centre

Operating Income (Loss) before interest and amortization expense for Allstream Centre for the four months ended April 30, 2013 was (\$320,893) compared to a budget of (\$168,886) for an unfavourable variance of (\$152,007) primarily due to budget timing of new events offset by lower utility costs due to warmer weather and energy saving initiatives.

- Rental income of \$101,879 is unfavourable to budget by (\$185,516) primarily due to budget timing of new events.
- Food & Beverage concessions of \$46,633 are unfavourable to budget by (\$183,757) primarily due to budget timing of new events.
- Show services income from third party billings of \$103,377 is unfavourable to budget by (\$243,757) primarily due to budget timing of new events.
- Direct and indirect expenses at \$555,877 are favourable to budget by \$155,539 primarily due to lower utilities due to the energy savings initiatives and warmer weather. Indirect expenses include costs from various departments. These are Marketing, Event Services, Security, Concierge, Finance, Cleaning and Décor, House Technician, Operations, Utilities and wages & materials for base building upkeep and general maintenance of the buildings.

Allstream Centre accounts receivable as at April 30, 2013 was \$195,038 consisting primarily of:

- \$121,213 owed as contractual deposits for future events of which nil was received after April 30, 2013.
- \$34,423 owed by Cerise Fine Catering of which nil has been received after April 30, 2013.
- \$20,175 for services on completed events of which nil has been received after April 30, 2013.
- \$19,228 for accounts with City Legal; this amount is fully provided for as a bad debt in the financial statements or the rental revenue has not been recognized as income and deferred as appropriate.

Sales and Marketing

March/April Sales Effort

During this period, our Sales & Marketing team secured 45 new events for Exhibition Place. The events are categorized as follows:

- 33 meetings & conventions
- 3 trade and consumer shows
- 1 ride & drive
- 1 sporting event
- 7 other

March/April Sales Summary

New events held during this time period include Toronto and York Region Labour Council March Meeting, CRFA Winter Board of Directors Meeting, Food & Consumer Products of Canada, Want More Members – Give them More ROI – CSAE 2013, Landmark Education, Dancing with their Stars, CSAE Triullium Chapter PDX Session, BILD Annual Luncheon, Canadian Urban Institute – Lightsavers Conference, EC/EMG Strategy Meeting, ARIDO Annual General Meeting, Building a Mentally Healthy Workplace, TFC On the Road/Soccer Celebration 2013, Ontario Board of Funeral Services, Good Food & Drink Festival 2013, 2013 Mazda Ride & Drive, Environmental Liability meeting, “Suits” TV Series Film Shoot, Canadian Produce Marketing Association Conference, Franklin Covey Meetings, Eco Practitioners: Accelerating District Scale Sustainability, Greater Toronto CivicAction Alliance, Bamford Produce Meeting, BC Tree Fruits Limited, Trade Facilitation Office Meeting, National Produce Marketing Meeting, Toronto Spring Bridal Show, Home Outfitters Staff Meeting, Building Integrated PV Symposium, Speakers Forum Social Media Summit, Battle of York – Walking in their Footsteps, SIAL Toronto, M4S 2013 Tradeshow, and Farm Credit Canada Conference.

Business Travel

March 7, 2013

Geoff Mak and Tamer Mecky invited 8 corporate clients to attend the Meeting Professionals Industry Awards Gala event, where Geoff won the prestigious award “Supplier of the year for MPI Toronto Chapter.” Geoff serves on the Board of MPI Toronto chapter as Vice President of Finance.

March 27, 2013

Barbara Outschoorn attended the Canadian Society of Association Executives (CSAE) Educational Workshop and Luncheon at the Canadian War Museum in Ottawa. She attended with other executive and business members networking to develop more relationships with meeting planners amongst the Canadian Association market. Barb is following up with the contacts she made at this event.

April 2-4, 2013

Barbara attended the Washington D.C. in-market Sales Mission. Barbara met with a number of 3rd party meeting planning and event management companies and Association clients out of the Washington D.C. base. Barbara also participated in a client event on the final night where she networked amongst a number of meeting planners and American association clientele.

April 18, 2013:

Barbara attended National Meetings Industry Day with the CSAE Ottawa Chapter in Ottawa. She participated in the education sessions and the networking lunch to develop her on-going relationships and clientele in the Canadian Association market.

April 18, 2013:

Geoffrey and Tamer attended the National Meeting Industry Day to help raise the profile of the meeting industry and the benefits it generates for communities and institutions across Canada. Members from the Canadian Chapters of MPI celebrate NMID with a variety of educational and networking activities focusing on the significance of the Canadian meetings industry and the value of meetings to the broader business community.

April 23, 2013:

Barb Outschoorn, Stephanie Lander & Don Leddy travelled to Ottawa for the annual Jean Lottie client event. With almost 50 clients as guests, the event was a continuation of last year's success, resulting in numerous tweets along with multiple thank you emails from attendees. Contact was made with ongoing clients as well as numerous potential clients with outstanding proposals and RFP's.

April 17, 2013:

Don attended the Tourism Toronto Sweet Temptations client event at the Mowat Block of the Ontario Government building on Bay St. As in past years, contact was made with numerous potential government clients.

April 24, 2013:

Stephanie attended the annual CSAE Ottawa Volunteer appreciation lunch at the Albert Suites Bay Hotel. There were over 100 attendees with a mix of industry planners, suppliers and clients. The monthly meeting attendance is part of our ongoing strategic plan to build relationships and recognition within the Association market in Ottawa.

Publicity

Direct Energy Centre

- News Report during this period included **81** hits for Direct Energy Centre. Stories included: Things to do; CRFA; International Union of Architects Healthcare; Canada Blooms; Motorcycle Show; One of a Kind Show; Green Living Show; SIAL; Ford Canada
- Tourism Now Upcoming events included, One of a Kind Show & Sale at Direct Energy Centre
- Marketing Department distributed a press release titled "Direct Energy Centre welcomes The Motorcycle Show – Toronto" dated March 4, 2013
- GMI Portal ran the news titled "Direct Energy Centre to Host The Motorcycle Show – Toronto" on March 5, 2013
- Trade Show Executive April 2013 Issue included the news "The Motorcycle Show- Toronto" in the Done Deals section.

Allstream Centre

- News Report during this period included **29** hits for Allstream Centre. Stories included: Mental Health Seminars; International Holocaust Remembrance Alliance Conference; Mesh Digital Conference; Cerise Fine Catering
- Marketing Department ran a full page ad in Ignite Magazine April/May edition
- Marketing Department ran a full page ad in Meetings + Incentive travel April-May 2013 edition
- Canada Green Building Council & SABMag's annual supplement titled "2012 LEED Canada Buildings in Review" included a full page review of Allstream Centre.
- Our Toronto Spring issue ran an article written by Dionne Bishop, Marketing Coordinator, titled "Allstream Centre – Canada's greenest conference centre"

Exhibition Place

- News Reports for this period include **112** hits for Exhibition Place. Stories Included: Things to do; Casino; Mayor Rob Ford; Battle of York Anniversary; Imaginative City; Motorcycle Show; Metrolinx; CNE independence; Gardiner Expressway; Canadian Locksmith Franchise
- Marketing Department distributed a press release titled “Geoff Mak, CEM CMP receives Supplier of the Year Award” March 8, 2013
- Ignite online Current News and GMI Portal ran the news “Geoff Mak, CEM CMP receives Supplier of the Year” on March 8 and 13, 2013

Social Media Mentions

- Total number of mentions for this period for Exhibition Place, Direct Energy Centre and Allstream Centre on social media platforms; Twitter; Blogs; Facebook is: **1,885**

Event Management Services

During the months of March and April, Event and Meeting Co-ordinators and Exhibitor Services staff at Exhibition Place, Direct Energy Centre and Allstream Centre were involved in the following events:

Exhibitions/Meetings/Conventions/Corporate Events	
MARCH 2013	
<ul style="list-style-type: none"> ▪ Toronto & York Region Labour Council (AC) ▪ Toronto International Bicycle Show ▪ CRFA Winter Board of Directors Meeting (AC) ▪ CRFA ▪ Food and Consumer Products of Canada (AC) ▪ CSAE Trillium Chapter PDX Session (AC) 	<ul style="list-style-type: none"> ▪ Landmark Education (AC) ▪ Wizard World ▪ CGA Exams ▪ National Home Show / Canada Blooms ▪ AVIVA Canada (AC) ▪ Building a Mentally Healthy Workplace (AC) ▪ ARIDO Annual General Meeting (AC) ▪ One of a Kind Spring Craft Show
APRIL 2013	
<ul style="list-style-type: none"> ▪ Ontario Board of Funeral Services (AC) ▪ Good Food and Drink Festival ▪ Mazda 6 Ride and Drive ▪ Environmental Liability (AC) ▪ School Library Resource Fair ▪ “Suits” TV Series Film Shoot ▪ RAWF 2013 AGM ▪ Green Living Show ▪ The Canadian Payroll Association (AC) ▪ National Motorcycle and Tattoo Show ▪ Franklin Covey (AC) ▪ Eco District Practitioners (AC) 	<ul style="list-style-type: none"> ▪ Greater Toronto CivicAlliance Action (AC) ▪ CMPA (DEC & AC) ▪ Brides in the City ▪ National Postage Stamp Show ▪ Building Integrated PV Symposium (AC) ▪ 2013 Patent Agent Exams (AC) ▪ Speakers Forum Social Media Summit (AC) ▪ Battle of York ▪ National Business and Franchise Expo ▪ Khalsa Day Celebration ▪ CRFA Advisory Committee Meeting (AC) ▪ Farm Credit Canada (AC)

Event Services

March and April were very busy months. A detailed briefing of all fire alarm/ evacuation procedures was conducted with show security for National Home/ Canada Blooms Show and the CRFA Show.

Our new service supplier for truck/ dock marshalling, Neptune Security, were very accommodating and efficient during CRFA.

Staff were successful with the use of a new tape to seal off the electrical floor-ports to protect them from water damage during Canada Blooms. We also fine-tuned the move in of plant material and installation of electrical cords to prevent any damage. Numerous preparatory meetings amongst staff resulted in the changeover from National Home Show/ Canada Blooms to One of a Kind Spring Show being the smoothest to date.

During April we hosted CPMA in both Direct Energy Centre and Allstream Centre. CPMA occurs every four years in Toronto. Several satellite meetings took place in conjunction with this event. The client expressed great satisfaction with our facility. Staff was very busy with the April events, but extensive pre-planning helped to ensure all were serviced efficiently and in a timely manner. Any safety issues were addressed and resolved satisfactorily.

Several shows and events reported a higher attendance this year.

Exhibitor Services

March and April, as in prior years, were our busiest two months. Exhibitor Services was short two staff members, however serviced twelve 12 events in these two months with extended hours needed by staff to accomplish this. Five of the events were high order volume events. Staff worked diligently to ensure all orders were processed on a timely basis and orders were forwarded to all service departments quickly.

Allstream Centre

For the month of March we had 15 events in total, with 7 returning clients. BILD had another successful luncheon as well as Baycrest Foundation's – Dancing With Their Stars Gala. ARIDO and Aviva were returning clients with very successful meetings.

The Month of April was another busy month with repeat clients as well as CPMA, a large tradeshow that took place in Direct Energy Centre and held main plenary and breakouts at Allstream Centre. They had a great turnout for their sessions. Loblaw was also a part of CPMA and had 2 meetings, one being their executives and the other a food demonstration.

Patent Agent Exams were also back for four days as well as Canadian Payroll. Nancy had a very successful Greater Toronto Civic Action event and Premiere Kathleen Wynne was present to welcome the attendees as well as at a press conference. The LRT was also featured outside the building for visits by the attendees.

Parking

Parking activity in March and April was up from the previous year as a result of increased attendance at March consumer shows, and new shows added in Direct Energy Centre in April.

On three weekends in March all parking lots were filled to capacity, with additional spaces added by closing off lesser used streets near Direct Energy Centre. Shuttle buses were used to transport attendees from lots in the west end of the grounds. The March 17th weekend was particularly challenging, as the Ontario Place lots were rented out for a festival and were not available for overflow parking for Exhibition Place.

Fencing around the Hotel site in Parking Lot 1 was completed in April, in preparation for construction. There are 650 parking spaces within the fenced off area. With a realignment of spaces in Lot 1 and Lot 2,

and with the temporary spaces added at Bandshell Park and the former Police parking lot, the net reduction of parking on the grounds is 372 spaces

IT/Telecommunications

As part of a process to provide enhanced, simplified connectivity for exhibitors and patrons, Telecom/IT deployed an open WIFI session during the 2013 Canadian Produce Marketing Association (CPMA) event in the Direct Energy Centre. The CPMA purchased a block of WIFI access for the duration of their event, which allowed their customers/vendors to utilize the high speed internet throughout the exhibit space at no additional cost to the end user. Internet access is becoming a staple for patrons of Trade/Consumer events, and is being utilized for POS (point of sale) systems, security systems, web cameras, web server systems and general connectivity by the participating customers.

The IT/Telecom department is deploying additional wireless connectivity to provide quality, reliable internet service, anticipating additional events taking on a pervasive WIFI model for their cliental. Exhibitors and patrons benefit from significantly lower cost per user, while the facility generates a potentially larger and more predictable revenue stream.

The IT/Telecom department is about to begin tests of WIFI based video cameras for the parking department. This technology will allow for ease of deployment with minimal infrastructure costs and upgrades as it utilizes currently deployed outdoor Exhibition Place WIFI systems.

Building Operations

Mechanical

- Repaired damaged slats on roll up door #24
- General maintenance, minor repairs on all east and west dock roll up doors & dock plates
- Completed repairs of several damaged areas in show floor with high tech compound
- Continued permanent repairs to leaks caused by cuts in rain gutters in Galleria
- Repairs to A/B Hufcor wall, due to panel alignment; restored to normal order
- Repaired both east and west entrances to garage, which had been damaged by careless drivers
- LEED certification investigations on mechanical/application materials used/HVAC system/building/irrigation
- Installed water meters to Kitchen hot/cold supplies, to count for LEED certification

Electrical

- Repaired DEC exterior maps and replaced brass floor plugs Galleria
- Recertified Carma Metering
- Replaced burnt out lamps Hall B and replaced ballast in Laura Purdy's office
- Replaced burnt out lamps and ballast in Fahrenheit Grill (Centerplate)
- Repaired light fixture at Ricoh offices and replaced burnt out lamps and sockets above ice rink
- Cleaned ACX substation
- Replaced burnt out lamps RAWF offices, Plumbing shop and Mid Arch washroom
- LEED EBOM investigation/drawings
- Repaired switch Door 28
- Locked off south Industry exhaust fan
- Repaired Hall A floor ports after Canada Blooms Show move out
- Connected new exhaust fan DEC kitchen dishwasher
- Repaired west loading dock switch damaged by pressure washing
- Removed and reinstalled ceiling motion sensor Room C3 (carpentry replacing ceiling tiles)
- Replaced Centerplate Vault damaged intercom with doorbell

- Repaired Ricoh dressing room cold tub and repaired receptacle Ricoh
- Preventive maintenance repairs to south stairwell lighting and to DEC cooling towers
- Investigated possibilities of adding lighting at south exterior stairwells
- Installed new handicapped access Galleria washroom
- Corrected defects as listed in the Electrical Safety Authority Deficiency Report
- Reconnected exhaust fan 1339 Industry building roof and reconnected exhaust fan 90-3-02
- Checked LED puck fixtures in the Event Coordinators office
- Traced and labeled cooling tower water meter cables

Facility Services

The Facility Services team delivered Cleaning, Labour, Signage and Technical Services for numerous Exhibition Place shows and events, in addition to Cleaning and Technical Services for 12 hockey games at Ricoh Coliseum, 10 events at Allstream Centre, 5 events at BMO Field and the WWE Raw event at Ricoh Coliseum. Below are activities/ projects that are completed or are currently in progress:

- Completed cleaning snow equipment and salt bins prior to placing in storage.
- Scheduled and completed full cleaning of BMO Stadium in preparation for the season opening.
- Steam-cleaned of all carpeted salons in preparation for National Home Show/Canada Blooms.
- Completed a challenging show turn over from CRFA to National Home Show/Canada Blooms to One of a Kind Craft Show under an extremely strict time line involving 24 hour scheduling.
- Completed cleaning of all floor ports in Hall A after the Canada Blooms Show move out.
- Completed a scrub-down, wash and seal of the Better Living Centre concrete floor.
- In the process of purchasing 20 LEED certified commercial floor mats to be placed at strategic entrance points throughout the DEC as a requirement for LEED accreditation.
- Continue to work on LEED projects towards attaining accreditation for the Direct Energy Centre.
- Temporarily relocated a portion of the Press Lot storage facility to the North Extension to accommodate Toronto Hydro cabling project.
- Scheduled a thorough cleaning of the washrooms and entrance ways at Liberty Grand.
- Removed all inventory such as parking payment machines, concrete curbs, planter boxes, etc., from Lot 1 in preparation for hotel construction.
- Replaced the Cleaning Department storage room locks from key access to combination locks in an effort to save on costs of key replacement.
- Commenced coordination with the Canadian National Exhibition on preparation of quotations for Casino work-orders.
- Completed a thorough cleaning of the washrooms on the south side of the Food Building to be used during BMO soccer games.
- Ordered 30 special food waste bins for the SIAL Show as the “International Foods” required separate disposal from other usual food waste.
- Continue to refine the Technical Services equipment, replacing the older equipment that we still need to service our clients along with disposing of equipment that is no longer rentable.

EXcellence in Action

Carol Bastedo commented as follows in his Client Satisfaction Survey for The Toronto International Bicycle Show (March 1st to 3rd): “We were very pleased with the attitude and cooperation of all staff at this event.”

Edwin Cabral of CRFA sent an email dated March 4th to Jim MacGregor and Sandra Palombo: “Thank you to Jim for setting this up. What a great way to start your day and an experience we'll never forget! A private cooking lesson and I actually learned a thing or two. You can see how passionate Suman is and

has been a great addition to your team. I have heard nothing but praise for the Centreplate crew and the cooking service they have provided. Thanks again!!”

Laura Purdy received an email from MPI Toronto Chapter on March 18th advising that Geoff Mak has been appointed Vice President of Membership. Geoff currently serves on the Board of MPI Toronto chapter as Vice President of Finance, and will become VP of Membership on July 1st.

Peter Jeffrey received an email dated March 28th from Gerry Ginsberg of Canada Blooms to thank our IATSE staff; Mark Goldenburg and Richard Snow serviced events on the main stage and Nick Penic and David Gardon supported the breakout rooms during the run of the event.

Arlene Campbell received an email from Joyce Mckeough dated March 28th which read “This year, I was once again chairing the Gardening Solutions Speakers Series at Canada Blooms. It was a big success in great part because of NICK PENIC who we refer to as our A/V genius. Gerry Ginsberg, our Executive Director kindly made it possible for Nick to be there every hour on the hour that our speakers were performing. I can only emphasize how this put our minds at ease knowing that each and every speaker's different requirements would be quietly and efficiently looked after. Kindly pass on our thanks to Nick for being so gracious and patient as he tended our speakers' needs ... and kept us calm. There was not a glitch.”

Jason Keating of MLSE sent an email dated April 1st to Gil Amaral, John Harlowe, Nadia Azam, Marty Dudgeon, Chi Duong, Bento Soares, Craig Shepherd and Darren Kahn: “Just wanted to pass on a huge thank you to you and all of your staff for a successful home opener at BMO Field. We really appreciate your efforts...”

Gerry Ginsberg sent an email dated April 5th to Robert Campbell and Sandra Palombo which read “We are very appreciative of the good work provided to Canada Blooms in 2013 by each of you and the other members of the Centerplate team.”

Natalie Belman received a letter dated April 8th from Edwin Cabural of CRFA: “Thank you for your contribution judging the exhibitors' booths at the 2013 CRFA Show in Toronto. When planning an event such as this, it is imperative to gain the participation of experts in our industry. Your willingness to share your time and expertise was an important factor in the success and integrity of the Best Booth Awards.”

Ron Kostick received an email from Glenn Carter dated April 10th, cc to Zhana Bonk and Mickey Atkinson, regarding the SUITS TV Shoot: “We all had a great time yesterday and the shoot went very well. You and all your staff were very friendly and helpful. I hope we can work together again soon! “

Kelsey Ingram from the Office of the Premier sent an email dated April 17th to Nancy Kloek. “I wanted to write to thank you for all your help with making sure this morning ran smoothly. I know the Premier had a wonderful time this morning and the Allstream Centre provided such a beautiful venue for the event. Thank you to you and your team for being so accommodating and flexible. I look forward to our next chance to work with one another.”

Scott Marshall of Toronto 2015 sent an email dated April 18th to Ron Kostick, Peter Jeffrey and Ellen Deboer, cc Jamie Needler. “I just want to send a very big Thank You to all of you for your last minute help in organizing and allowing us to tour the DEC and use the Boardroom for the PASO Coordination Commission. This is their first official visit to Toronto, and it is important for us to show them where we are in the planning process and our next steps in the coming months and years....The tour and meeting room worked out perfectly.”

Brett Fitzpatrick received an email dated April 22nd from David Brown. “I want to send a thanks for the great crew provided for CPMA in Ballroom A, Allstream. The set up went fast and painless. The 2 days of show were smooth. Thanks to Marshall on audio, as usual, the room sounded great. Morgan was great on the switch and David Roy [...] did great job [...]. I have never worked with Paul on lighting before, but it was a pleasure to meet him. And Adrian was excellent on camera. Also want to pass on a thanks to Richard, who was accommodating as usual. [...] I appreciate you working with us and the client to make it a success.”

Natalia Kaliberda sent an email dated April 19th to Sandra Marino regarding CPMA which read “It was a pleasure working with you. Thank you to you and your team for everything! “

Arlene Campbell received an email dated April 22nd from Christiane Boin-Goessell on behalf of Lisa McDonald, President of CAEM: “As we embrace National Volunteer Week throughout Canada (April 21 to 27), I am writing to personally express my sincere appreciation to you. It is through the time and talent contributed by volunteers that associations thrive and provide a sense of community for their members.”

Natalia Kaliberda sent an email dated April 22nd to Robert Campbell, cc Sandra Marino, regarding CPMA: “Thank you for your kind words, support and all the help leading into the event and onsite. Your team was amazing and I truly enjoyed working with all of you. I’ve heard a lot of positive feedback from our exhibitors as well. Thank you for everything”

Nancy Kloek received an email dated April 22nd from Tiffany Blair regarding the Civic Action Forum: “It was a pleasure working with you and your team at Allstream. Thank you for your attention to detail and flexibility as we managed multiple moving parts. We were all thrilled with the event and thank your team very much for helping to make it such a success.”

Rich Gruener commented as follows in his Client Satisfaction Survey for Farm Credit Canada, which take place in Allstream Centre on April 30th: “Staff was excellent! Thanks for a great experience.”

Direct Energy Centre hosted the Canadian Produce Marketing Association’s (CPMA) Convention & Trade Show, where produce was collected from exhibitors for the Daily Bread Food Bank. Collection was managed on the show floor post-event by our partner, GES CANADA. Thanks to cooperation by all the parties involved, the food bank received one of their largest donations to date. Gail Nyberg of Daily Bread Food Bank sent a letter dated April 24th to Natalia Kaliberda of CPMA. “Thank you very much for allowing Daily Bread Food Bank to collect produce at the 2013 CPMA Show in Toronto. We are thrilled to announce the 51,113 pounds of fresh product was collected and distributed to people struggling with hunger. On behalf of all the clients we serve, thank you tremendously. “

Exhibition Place’s Recognition Committee received 86 staff nominations for the February/March period. Following are the winners:

	February/March Winners
Corporate Sec./Parking/Press Bldg.	Claudio Campagna, Customer Service Representative
Q.E.	David Roberts, Stock Keeper
Cleaning	Steve Cabral, Cleaner
Direct Energy Centre	Nadia Azam, Scheduler
Genera Services	Marty Carson, Electrician

Centerplate

Catering & Sales Department

March

During the CRFA, Centerplate hosted the Board of Directors lunch in Café Soleil. Offerings included Mixed Greens with Pomegranate Seeds, Avocado and Dry Mustard-Celery Seed Vinaigrette, an entrée of Grilled Breast of Chicken with Mushroom, Shallot, Chardonnay and Sage glaze, Salmon with a Caper Lemon Butter Sauce, Asparagus Risotto and Roasted Yukon Gold and Sweet Potato. Dessert featured French Apple Torte with Maple Chantilly Cream and New York style Cheesecake.

Centerplate hosted an Exhibitors Opening Night Reception, 'The Magic of Spring', for National Home Show and Canada Blooms and served Assorted Sushi and Sashimi, Stir Fry Ginger Tofu with Broccoli, Daikon and Orange Soy Sauce served with Steamed Chow Mein Noodles, a Smoked Atlantic Salmon with Shaved Bermuda Onion, Capers, Lemon, Dill, Cream Cheese and Toasted Bagel Points, Grilled Asparagus with Lemon Zest and Olive Oil and a Fresh Vegetable Display with Hummus and Ranch. The menu was recommended by Show Management who had ordered it the year prior and the client was very happy with both the food and service.

Centerplate also hosted the Industry Awards reception, where offerings included Bruschetta and Flat Breads with a variety of toasted Artisan Breads and specialty toppings such as Mixed Bean Dip, Hummus, Roasted Pepper and Woolwich Dairy Goat Cheese with Arugula Pesto. In addition a Beef Carvery and Grilled Vegetables and Salad Station was offered.

National Home Show had two catered events. The Annual Media breakfast went very well. Centerplate also donated cakes, coffee and cold beverages for the Make a Wish fundraiser. The National Home show was extremely happy and sent a note thanking us.

April

Food and beverage was very successful at CPMA, serving to a number of booths along with receptions in Salons. For Bamford Produce's reception in Salon 107, Centerplate set up a Prosciutto carving station with a Parmesan wheel, Artisan Breads and Grilled Vegetables.

The show client also had a large lunch on the trade show floor for 750 guests which went very well. Centerplate served Mini Beef, Turkey and Grilled Vegetable Sliders, Bruschetta, Soup Shooters, Crudités Cups, Chocolate Lollipops and Biscotti for dessert.

During the Green Living Show Centerplate hosted a reception in Café Soleil and served Curried Chicken Tarts, Antipasto Skewers, Coconut Crusted Shrimp, Mini Cheese and Roasted Vegetable Quesadillas, Rosemary Chicken Brochettes and Beef Tenderloin and Caramelized Onion Crepe Bundles.

Centerplate also served a plated lunch for 100 people, which included Baby Spinach Salad with Grape Tomatoes, Cucumbers, Hard Boiled Eggs, Candied Pecans and Golden Raisins, a Salmon Filet roasted in Cedar Paper with Roasted Yellow Pepper Risotto Cake, Roasted Gold Candy Cane and Purple Beets and a French Apple Torte for dessert. The events were well received by clients and guests.

Retail Department

March

During the CRFA Show Centerplate opened the Fahrenheit Grill, Go Fresh and Princes' Deli. The show added a new feature called the Pop-up Bistro which offered a variety of food samples from different restaurateurs. The initiative went well and the client is looking to make it a permanent part of the show.

During National Home Show and Canada Blooms, Centerplate also opened sit-down, counter service restaurants in the East Annex and Hall A, as requested by show management to assist in providing traffic areas for those exhibitors. The areas were well received, and offerings included Chicken Pesto Sandwiches with Pesto, Provolone and Roasted Red Peppers, a variety of Flat Bread Pizzas including Margherita and Primavera and Homemade Baked Pastas including Baked Butternut Squash Ravioli.

During the One of a Kind Show Centerplate made some changes to the Café Soleil Bistro this year and turned it into a food court area with a variety of additional food concepts. While we received lots of compliments on the show floor Food Court, traffic to Café Soleil was limited.

April

During CPMA Centerplate opened Fahrenheit Grill both days along with a coat check and café. The Café and Coat check sales were minimal. The grill was steady on the first day and the hours were extended in response to the client's request. The client sent a great email thanking Centerplate for all of our help, support and for a successful event.

During the Bridal Show everything went well regarding move in and during the show. Coat check was slow, and there was an issue reported for the second year in a row regarding sampling of alcohol without a Special Occasions Permit and without prior approval. The booth was asked to close down Sunday and show management was made aware that this has been an ongoing issue.

Green Living Show's opening day was very busy, with a rush of school groups at lunch before a slowdown. Saturday and Sunday were quieter than anticipated. Centerplate opened Fahrenheit Grill, Pizza Pizza and Go Gourmet. We received feedback from exhibitors and guest regarding the lack of bottled water for sale, which was done so to support the shows environmental initiatives. Pitchers of water were available at no charge to guests.

For the Motorcycle and Tattoo Show Centerplate opened Pizza Pizza, and added Grab and Go Snack Carts, a Deli Cart serving Sliced Pastrami and Turkey Sandwiches and a Shawarma Cart serving Chicken Shawarma, Falafel and a Mediterranean Salad. Both additions were a big hit last year however the Shawarma was not as popular in 2013. Next year we are looking into adding a Pulled Pork and Fish and Chip concept. Move-in day was slow, however Beer sales were strong on Saturday. Overall the client was happy with the show service.

Cerise Fine Catering

The Cerise Team went Kosher to host the Baycrest Dancing With Their Stars Gala on March 7th. The Kosher Caterer was PR Creative Caterers and the evening was an operational success for the facility as well as a windfall for the charity. With 500 guests in attendance, Allstream Centre showcased its capabilities and flexibility to an important audience of senior business and social leaders in the community. The client has also been secured for their November 2013 Conference for 700 persons at Allstream Centre.

The Cerise Team hosted the annual BILD Awards Luncheon on March 15, 2013 in conjunction with the Home Show. The 238 guests enjoyed the plated luncheon menu and a key note speaker discussion updating the audience on industry and marketplace trending. The luncheon concluded with numerous awards being given to association contractors for a wide range of categories from Best Green Renovation, Best Condominium Renovation to Renovator of the Year.

Allstream Centre welcomed new a General Manager, Gordon M. MacDonald, who joined the Cerise team on March 11th Gordon was previously with the Liberty Grand Entertainment Complex as General Manager/ Director of Operations. His Catering Sales background includes six years with the Fairmont Royal York as well as eight years in the United States at the Wyndham Anatole Hotel in Dallas and Sheraton Washington. Originally from Nova Scotia, Gordon has been in the Events / Hospitality Industry for over twenty five years. We welcome his contribution to the excellent reputation of Allstream Centre.

On April 17th – 19th Allstream Centre hosted the Canadian Produce Marketing Association (300 persons) for a series of meetings, exhibits and receptions featuring the finest in produce Canada has to offer. The three day series was well attended and showcased our facility to warm accolades from our guests. Comments specifically from our client were complimentary of both the foodservice offerings and convivial surroundings created for their delegation.

Submitted by:

Arlene Campbell
General Manager, Sales & Events

Submitted by:

Dianne Young
CEO, Exhibition Place

APPENDIX 'A'

Combined Exhibition Place and Allstream Centre Financial Summary

	Statement Of Operations Highlights					
	For the two months ended April 30, 2013					
	Actual	Current Month Budget	Fav (Unfav) Variance	Actual	YTD Budget	Variance
	\$	\$	\$	\$	\$	\$
Event Income	2,517,026	2,354,420	162,607	\$ 10,882,421	\$ 11,611,150	\$ (728,728)
Direct Expenses	352,340	349,394	(2,946)	1,271,794	1,258,470	(13,324)
Indirect Expenses	2,893,464	2,515,452	(378,013)	9,406,087	9,995,264	589,176
Operating Income (Loss) before building loan interest & amortization and naming fees	(728,778)	(510,426)	(218,352)	204,540	357,416	(152,876)
Interest expense - Allstream Centre	152,142	152,142	-	610,363	610,363	-
Amortization expense - Allstream Centre	129,217	129,217	-	516,865	516,865	-
Operating Income (Loss) before naming fees	(1,010,137)	(791,785)	(218,352)	(922,688)	(769,812)	(152,876)
Contribution from (to) Conference Centre Reserve Fund	1,135,959	(52,172)	1,188,131	1,135,959	603,952	532,007
Net Income (Loss)	125,822	(843,957)	969,779	213,271	(165,860)	379,131

(1) Operating Income for the Board before interest on City loan, amortization of building improvements net of contribution from naming fees is \$204,540 compared to a budgeted Operating Income of \$357,416 for an unfavourable variance of (\$152,876).

(2) Amortization is a non cash item as related to the capitalization of the asset for the new Allstream Centre.

**EXHIBITION PLACE
FINANCIAL STATEMENT HIGHLIGHTS
APRIL 2013 AND COMPARATIVES**

	MONTH			YTD			2012 YTD	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	YOY VARIANCE
Number of Events	15	10	5	26	12	14	24	2
	\$	\$	\$	\$	\$	\$	\$	\$
Direct Event Income	1,422,854	952,176	470,678	5,591,144	5,913,619	(322,475)	4,994,186	596,958
Ancillary Income	328,826	522,107	(193,282)	1,348,133	1,761,763	(413,631)	1,402,903	(54,771)
Advertising and Sponsorship	32,325	18,500	13,825	87,825	74,000	13,825	78,386	9,439
Rent-MLSE-Ricoh Coliseum	43,879	41,740	2,139	175,515	166,960	8,555	175,515	-
Naming Rights	101,667	101,667	-	406,667	406,667	-	406,667	-
Parking EP	370,504	497,300	(126,797)	2,799,046	2,474,700	324,346	2,334,455	464,591
Parking - BMO Events	85,029	119,921	(34,892)	129,977	119,921	10,056	135,420	(5,443)
Program Recoveries and Other	38,884	37,747	1,137	109,133	150,990	(41,858)	138,864	(29,732)
Total Event Income	2,423,965	2,291,158	132,808	10,647,437	11,068,620	(421,182)	9,666,395	981,042
Direct Expenses	328,292	309,089	(19,203)	1,232,961	1,180,696	(52,265)	1,145,156	87,805
Indirect Expenses	2,647,968	2,256,363	(391,605)	8,482,376	8,954,955	472,579	7,556,264	926,112
Naming Rights	101,667	101,667	-	406,667	406,667	-	406,667	-
Total Event Expenses	3,077,928	2,667,119	(410,809)	10,122,005	10,542,318	420,313	9,108,087	1,013,918
Net Income (Loss)	(653,962)	(375,962)	(278,001)	525,433	526,302	(869)	558,308	(32,875)

**ALLSTREAM CENTRE
FINANCIAL STATEMENT HIGHLIGHTS
APRIL 2013 AND COMPARATIVES**

	MONTH			YTD			2012 YTD	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	YOY VARIANCE
Number of Events	5	[Note 1]	-	35	[Note 1]	-	40	(5)
	\$	\$	\$	\$	\$	\$	\$	\$
Direct Event Income	61,243	58,846	2,398	126,766	286,525	(159,759)	595,688	(534,445)
Ancillary Income	13,129	709	12,420	74,125	221,202	(147,077)	278,632	(265,503)
Parking Revenue	18,689	3,707	14,982	34,093	34,803	(710)	65,686	(46,997)
Total Event Income	93,061	63,262	29,800	234,984	542,530	(307,546)	940,006	(846,945)
Direct Expenses	24,048	40,305	16,257	38,833	77,774	38,941	87,383	63,335
Indirect Expenses	143,829	157,422	13,593	517,044	633,642	116,598	548,876	405,047
Total Event Expenses	167,877	197,727	29,850	555,877	711,416	155,539	636,259	468,382
Operating Income (Loss) before building loan interest & amortization and naming fees	(74,816)	(134,465)	59,649	(320,893)	(168,886)	(152,007)	303,747	(378,563)
Interest expense	152,142	152,142	-	610,363	610,363	-	625,056	472,914
Amortization expense	129,217	129,217	-	516,865	516,865	-	516,864	387,647
Operating Income (Loss) before naming fees	(356,175)	(415,824)	59,649	(1,448,121)	(1,296,114)	(152,007)	(838,173)	481,998
Contribution from Conference Centre Reserve Fund	1,135,959	(52,172)	1,188,131	1,135,959	603,952	532,007	269,849	866,110
Net Income (Loss) before transfers	779,784	(467,996)	1,247,780	(312,162)	(692,162)	380,000	(568,324)	1,348,108

Note 1 2013 Allstream Centre Total Event Income Budget was based on Proforma and 2012 actual.

**DIRECT ENERGY CENTRE AND ALLSTREAM CENTRE
EVENT STATISTICS
FOR THE FOUR MONTHS ENDED APRIL 30, 2013**

DIRECT ENERGY CENTRE

	<u>MONTH ACTUAL</u>			<u>YTD ACTUAL</u>		<u>PRIOR YEAR ACTUAL</u>
Attendance [Note:1]	141,920			334,430		381,535
	(NOTE 1)			(NOTE 3)		(NOTE 2)
<u>EVENT</u>	<u>ACTUAL # OF EVENTS</u>			<u>NET EVENT INCOME</u>		<u>REFRESHMENT PER CAP'S ACTUAL</u>
	2013	2012	2011	ACTUAL	BUDGET	ACTUAL
	#	#	#	\$ (IN '000'S)	\$ (IN '000'S)	\$ (IN '000'S)
Consumers Show	14	10	14	4,617	4,143	5.21
Trade Show	4	5	5	610	534	1.69
Exam	1	0	0	20	-	-
Photo/Film Shoot	1	1	0	6	-	-
Meeting/Corporate	6	8	8	2	-	-
	26	24	27	5,255	4,677	7

ALLSTREAM CENTRE

<u>EVENT</u>	(NOTE 4) <u>ACTUAL # OF EVENTS</u>			(NOTE 3) <u>NET EVENT INCOME</u>
	2013	2012	2011	ACTUAL
	#	#	#	\$ (IN '000'S)
Gala	2	2	0	22
Conference	6	15	9	47
Reception	0	2	0	-
Meeting	26	17	13	58
Exam	1	4	2	15
	35	40	24	142

Note: 1 Attendance estimates provided by Show Management.

Note: 2 Refreshment per cap's based on information reported by Centerplate.

Note: 3 Net event income includes rent and services, ancillary income includes catering and electrical commissions.

Note: 4 Allstream Centre opened on October 2009.

**COMBINED EXHIBITION PLACE AND ALLSTREAM CENTRE
CHEQUE DISBURSEMENTS - APRIL 2013
GREATER THAN \$50,000**

Cheque No	Date		\$ Amount	Description
	02/04/2013	ADP CANADA	429,998.75	SALARY PAYROLL
	03/04/2013	ADP CANADA	238,702.18	HOURLY PAYROLL
	10/04/2013	ADP CANADA	181,660.64	HOURLY PAYROLL
	16/04/2013	ADP CANADA	346,905.86	SALARY PAYROLL
	17/04/2013	ADP CANADA	177,224.66	HOURLY PAYROLL
	24/04/2013	ADP CANADA	235,279.08	HOURLY PAYROLL
	30/04/2013	ADP CANADA	515,859.16	SALARY PAYROLL
10047	11/04/2013	ENBRIDGE	50,163.56	GAS FOR MARCH 2013
10093	18/04/2013	I.B.E.W. 353 TRUST	58,383.51	FEBRUARY 2013 UNION DUES
10117	19/04/2013	JOHNSON CONTROLS INC.	76,277.51	CAPITAL WORKS - LIGHTING CONTROL UPGRADE
10043	11/04/2013	CITY OF TORONTO	77,251.24	PREMIUM FOR DENTAL LIFE FOR APRIL 2013
10057	11/04/2013	MAPLE LEAF SPORTS & ENTERTAINMENT	84,864.76	PARKING REVENUE FOR MARCH 2013 RICOH
9846	07/03/2013	TREASURER CITY OF TORONTO	184,068.00	2013 PROPERTY TAX
10158	29/04/2013	OMERS	189,209.04	MARCH 2013 REMITTANCE
9978	30/04/2013	CITY OF TORONTO	222,689.97	MAY 2013 LOAN PAYMENT- ALLSTREAM CENTRE
10161	24/04/2013	CANADA CUSTOMS AND REVENUE AGENCY	284,869.07	H.S.T. REMITTANCE FOR MARCH 2013
10157	16/04/2013	TORONTO HYDRO	<u>312,761.85</u>	HYDRO MARCH 2013
		DISBURSEMENTS OVER \$50,000	3,666,168.84	
		OTHER DISBURSEMENTS	<u>760,060.16</u>	
		TOTAL DISBURSEMENT	<u>4,426,229.00</u>	

**The Board of Governors of Exhibition Place
The Board of Governors of ExPI
as at APRIL 30, 2013**

	2013 YTD April	2012 LTD April
FINANCIAL ASSETS		
CASH	2,673,044	1,759,575
SHORT-TERM INVESTMENTS	6,400,000	4,900,000
TRADE ACCOUNTS RECEIVABLE	3,108,414	2,113,159
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(395,614)	(449,363)
NET ACCOUNTS RECEIVABLE	2,712,800	1,663,796
DUE FROM /TO EXHIBITION PLACE - CNEA	670,746	812,289
SALES TAX RECOVERABLE	(236,826)	99,182
OTHER RECEIVABLE	1,297,540	3,238,360
RECEIVABLE FROM THE CITY OF TORONTO	7,373,263	7,373,263
RECEIVABLE FROM THE CITY OF TORONTO - CAPITAL	281,493	-
	-----	-----
TOTAL FINANCIAL ASSETS	21,172,060	19,846,464
	=====	=====
LIABILITIES		
ACCOUNTS PAYABLES - TRADE	280,431	864,510
ACCRUED LIABILITIES	7,038,365	3,417,424
SALES TAX PAYABLE	35,260	342,235
CONFERENCE CENTRE RESERVE FUND	-	350,333
DEFERRED REVENUE	4,689,597	5,232,528
OTHER CURRENT LIABILITIES	702,741	824,733
EMPLOYEE BENEFITS PAYABLE - PSAB	9,004,270	8,607,046
OTHER LIABILITIES	484,454	484,454
LOAN PAYABLE - ERP PROJECTS	7,215,363	7,672,936
GOVERNMENT ASSISTANCE	1,597,422	1,745,258
LOAN PAYABLE- FCM CAPITAL ASSET	1,767,128	1,850,642
LOAN PAYABLE- CONFERENCE CENTRE ASSET	36,201,848	37,070,183
NET INCOME (LOSS) CURRENT	213,271	(498,390)
PRIOR YEAR SURPLUS	(2,169,387)	360,423
	-----	-----
TOTAL LIABILITIES	67,060,764	68,316,678
	=====	=====
NET DEBT	(45,888,703)	(48,470,214)
	=====	=====
NON-FINANCIAL ASSETS		
INVENTORIES	79,906	98,881
PREPAID EXPENSES	133,513	121,475
STEP UP RENT/OTHER RECEIVABLE	1,294,032	1,293,837
FIXED ASSETS		
EQUIPMENT	55,532,284	55,532,284
ACCUMULATED DEPRECIATION - EQUIPMENT	11,151,031	8,576,263
EQUIPMENT - NET	44,381,252	46,956,021
	-----	-----
TOTAL NON-FINANCIAL ASSETS	45,888,703	48,470,214
	=====	=====

Summary of Sole Source Commitment Activity by Reason - March 21, 2013 to April 30, 2013

Part A of the report below informs the Board of the sole source activity for Exhibition Place including sole source purchases approved through the Board. The format used to provide the information below is the same used by the City of Toronto Purchasing and Materials Management Division (PMMD) so as to maintain consistency and uniformity in reporting.

Procedures for the processing of sole source purchase are outlined below and include due diligence measures to ensure that:

Part A

- (1) Detailed explanation is provided for the sole source purchase.
- (2) Sole sourcing is an appropriate method to obtain the needed goods and/or services
- (3) Proper approvals as outlined in the Board Financial By Laws are obtained before processing a sole source purchase; and
- (4) Where possible, the process is in accordance with current market conditions and prices offered to other customers.

Total sole source activity from March 21 to April 30 total is \$31,715.69. The percentage of dollar value of sole source purchasing activity for goods and services compared to the total purchasing expenditures of \$607,576.71 is 5.2% for this period. The revised annual percentage year to date is 5.5% on purchasing expenditures of \$2,194,741.41.

EP Program

Reason for Sole Source	Number of Commitments	Number of Suppliers	Total Value
Match Existing Equipment/Service	3	2	\$ 18,511.89
Specialized Services	0	0	\$ -
Ensure Warranty Maintenance	0	0	\$ -
Emergency	0	0	\$ -
Time Constraints	0	0	\$ -
Bridging Contract	0	0	\$ -
Proprietary/Trademark/Patent	2	2	\$ 13,203.80
Health & Safety Issues	0	0	\$ -
Other Reasons -Used Equipment	0	0	\$ -
Other Reasons - Number of firms with total value of various separate orders exceeding \$3,000 (See Note)	0	0	\$ -
Total	5	4	\$ 31,715.69

CNE Program

Reason for Sole Source	Number of Commitments	Number of Suppliers	Total Value
Match Existing Equipment/Service	0	0	\$ -
Specialized Services	0	0	\$ -
Ensure Warranty Maintenance	0	0	\$ -
Emergency	0	0	\$ -
Time Constraints	0	0	\$ -
Bridging Contract	0	0	\$ -
Proprietary/Trademark/Patent	0	0	\$ -
Health & Safety Issues	0	0	\$ -
Other Reasons -Used Equipment	0	0	\$ -
Other Reasons - Number of firms with total value of various separate orders exceeding \$3,000 (See Note)	0	0	\$ -
Total	0	0	\$ -

NOTE: Reporting Protocol requires that staff report on total value of all commitments to any single vendor that in total exceed \$3,000 for the previous 12 months, where no competitive process has taken place.