



Exhibition Place

Management Report April 30, 2012

Executive Summary

- Combined Net Operating Income for Exhibition Place and Allstream Centre for the three months ending March 31, 2012 before net naming fees, building loan interest and amortization expense for the Allstream Centre was \$740,257 compared to a budget income of \$298,865 for a favourable variance of \$441,392.
- Net Operating income for Exhibition Place and Direct Energy Centre for the three months ending March 31, 2012 was \$449,667 compared to a budget income of \$137,233 for a favourable variance of \$312,434 primarily due to lower utilities, lower grounds maintenance due to minimal snow, warmer weather and building operating costs.
- Net Operating Income before interest and amortization expense for Allstream Centre for the three months ending March 31,, 2012 was \$290,590 compared to a budget of \$161,632 for a favourable variance of \$128,958.
- The audited year end 2011 Financial Statements are included as a separate report to the Board meeting on May 25th.
- Sales & Marketing team secured 33 new events during April and May.
- Christina Stewart, Exhibition Place's Media Archivist, has become an expert in her field and word is spreading; she has been invited to give a two-day workshop on film preservation by the Association of Newfoundland and Labrador Archives in St. John's.
- Direct Energy Centre and Cerise Fine Catering partnered up to host an industry first; a Euchre Tournament to raise funds for Princess Margaret Hospital, which was a huge success.
- March and April were banner months for EXcellence in Action, with a total of 18 staff being singled out for positive mentions in letters and emails from clients. As well, the Recognition Committee received 26 staff nominations for the December/January period and 43 for February/March

March 2012 Financials for Exhibition Place and Allstream Centre

Combined Net Operating Income for Exhibition Place and Allstream Centre for the three months ending March 31, 2012 before net naming fees, building loan interest and amortization expense for the Allstream Centre was \$740,257 compared to a budget income of \$298,865 for a favourable variance of \$441,392.

Exhibition Place

Net Operating income for Exhibition Place and Direct Energy Centre for the three months ending March 31, 2012 was \$449,667 compared to a budget income of \$137,233 for a favourable variance of \$312,434 primarily due to lower utilities, lower grounds maintenance due to minimal snow, warmer weather and building operating costs.

- Rental income from events was \$3,421,594 compared to a budget of \$3,489,248 for an unfavourable variance of (\$67,655) due to timing of new business.
- Electrical net services of \$424,592 are favourable to budget by \$15,657.
- Food & Beverage concessions of \$314,046 are unfavourable to budget by (\$66,997) primarily due to timing and less than budgeted corporate events.
- Telecommunications net services of \$107,386 are unfavourable to budget by (\$11,537).
- Show services from third party billings at \$1,040,085 are favourable to budget by \$2,572 with corresponding decrease in related show expenses of \$55,727 for a net favourable variance of \$58,299 primarily due higher than budgeted revenue from some of the larger events.
- Parking revenues at \$2,098,305 are favourable to budget by \$87,305 primarily due to higher than budgeted Ricoh attendance at Marlies Games and BMO Field attendance at TFC games. Parking

expenses are unfavourable to budget by (\$52,000) to reflect the additional revenue streams for a total net favourable variance after expenses of \$35,305.

- Tenant revenues for rent and services at \$552,471 are favourable to budget by \$10,477 gross, primarily due to higher than budgeted show services from Queen Elizabeth Theatre, Medieval Times and Liberty Grand. Tenant show services expenses are unfavourable to budget by \$2,500 to reflect the additional revenue stream for a net favourable variance of \$7,977.
- Program recoveries and interest income at \$101,483 is unfavourable to budget by (\$15,224) primarily due to lower than budgeted interest income and an net unfavourable variance from BMO Field and Ricoh Coliseum recoveries due to budget timing.
- Advertising and Sponsorship revenue within the Direct Energy Centre at \$57,081 is unfavourable to budget by (\$311).
- Direct and indirect expenses at \$7,651,455 are favourable to budget by \$346,008 primarily due to lower utilities due to the energy savings initiatives and warmer weather, lower operational maintenance costs and timing of marketing and sales expenditures. 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 - 2012 Year to date Combined Operating Income results for Allstream Centre and Exhibition Place for the three months ending March 31, 2012 before interest expense and naming rights are higher than the corresponding period in 2011 due to budget timing of new events and additional energy savings due to warmer weather year over year.

Direct Energy Centre accounts receivable as at March 31, 2012 was \$2,307,132 consisting primarily of:

- \$669,707 owed from City from the Conference Centre Reserve Fund for 2010 and 2011 for the loss of the Toronto Sportsman Show.
- \$584,209 for services on completed events of which \$149,843 (26%) has been received as of April 30, 2012.
- \$305,093 of Food & Beverage Concessions is owed by Centerplate, which is contractually due on the 25th of the following month. \$252,159 (82%) has been received as of April 30th, 2012.
- \$293,716 owed as contractual deposits for future events of which \$134,834 (45%) has been received as of April 30th, 2012.
- \$149,928 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.
- \$44,927 owed for sponsorship arrangements of which Nil has been received as of April 30th.

Exhibition Place accounts receivable as at March 31, 2012 was \$1,555,940 consisting primarily of:

- \$451,974 owed by tenants of which \$133,656 (30%) has been received as of April 30th, 2012.
- \$353,730 owed by MLSE for Ricoh Coliseum of which \$215,765 (61%) has been received as of April 30th, 2012.
- \$290,061 owed as contractual deposits for future events, of which \$13,972 (5%) has been received by April 30th, 2012.
- \$272,830 owed by BMO Field for payroll costs of which \$58,811 (22%) has been received as of April 30, 2012.
- \$100,001 for show services on completed events of which \$35,150 (35%) has been received as of April 30th, 2012.

Allstream Centre

Net Operating Income before interest and amortization expense for Allstream Centre for the three months ending March 31,, 2012 was \$290,590 compared to a budget of \$161,632 for a favourable variance of \$128,958.

- Rental income was \$454,205 compared to a budget of \$287,474 for a favourable variance of \$166,731 primarily due to budget timing of new events.
- Food & Beverage concessions of \$171,570 are unfavourable to budget by (\$47,628) primarily due to timing on new business.
- Show services from third party billings at \$241,990 are unfavourable to budget by (\$97,990) primarily due to timing of new business and lower than budgeted revenue from events.
- Direct and indirect expenses at \$1,315,644 are favourable to budget by \$50,202 primarily due to lower PMD show costs, lower utilities due to the energy savings initiatives and lower operational maintenance costs and timing of marketing and sales expenditures. 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 February 29, 2012 was \$255,040 consisting primarily of:

- \$164,043 owed as contractual deposits for future events, of which \$116,861 (71%) has been received as of April 30,, 2012.
- \$70,845 of Food & Beverage Concessions is owed by Cerise Fine Catering which is contractually due by the 25th of the following month.
- \$925 for services on completed events.

Sales and Marketing

March/April Sales Effort

During this period, our Sales & Marketing team secured 33 new events for Exhibition Place. The events are categorized as follows:

- 14 meetings & conventions
- 4 trade and consumer shows
- 3 walk/marathon
- 2 film/photo shoots
- 2 ride & drive
- 8 other

March/April Sales Summary

New events held during this time period included Artist Project, Macquarie Private Wealth Inc., Starlight Children's Foundation, canfitpro Toronto One Day Conference, Food & Consumer Products of Canada meeting, Ontario Centres of Excellence Inc., National Home Show co-located with Canada Blooms, BILD Annual Luncheon, Waste Diversion Ontario, Supplier Diversity Conference – Diversity Our Economic Strength, Future Building, ARIDO Annual General Meeting, Dancing with Their Stars, Spa-tacular Spring Client Event, FORD Dealership meeting, The Business Exchange Corp., CMA Mobile Marketing Conference, Streetbuds Hockey, Meetings Industry Euchre Tournament, Das Haus Exhibit, Das Haus Conference, Spin Master Product Testing, Mazda Ride & Drive, Volleyball Canada Press Conference, ITAC – CCIO Round Table Breakfast Event, Covert Affairs TV Series Film Shoot, CIO Association of

Canada Peer Forum, Patent Agent Exams, JLT Delectable Charity Fundraiser, Khalsa Day Celebration, The Business Franchise and Expo, and Real Property Institute of Canada Conference.

Business Travel

Laura Purdy, Director of Sales & Marketing, attended the Society of Independent Show Producers (SISO Summit) on March 25-28 as part of the SMG marketing initiative. The conference had over 200 representatives of 'for-profit' tradeshows from across the world. Several new contacts were made, and outreach to those prospects is underway.

On April 19th the corporate Account Executives (Geoff, Joy & Tamer) along with Arlene and Laura attended the NMID "National Meeting and Industry Day" in Toronto. The event hosted 280 industry professionals and a panel of Key influence speakers discussed the meeting industry's current trends and future events coming to the City.

In an addition to the 2012 Business Travel Chart, Laura Purdy and Arlene Campbell will be attending the SISO Executive Conference from August 13-15 in Chicago, IL. During this time they will also be meeting with SMG and McCormick Management Group. Travel will be covered by the Sales & Marketing budget.

Publicity

Direct Energy Centre

- News Report during this period included **90** hits for Direct Energy Centre. Stories included: Green Living Show; Volleyball Canada; Canada Blooms & National Home Show; UFC Fan Expo; Last Bride Standing; Canadian Wireless Tradeshow; Print World
- The article " Toronto's National Home Show and Canada Blooms Merge to Answer all your Home Reno or Gardening Questions" ran March 14 on Yourhome.ca – this article credited Direct Energy Centre as the location.
- Direct Energy Centre was mentioned in the BizBash Call Sheet for the National Home Show co located with Canada Blooms.
- Tourism Toronto's 'Tourism Now' Newsletter mentioned Green Living Show at Direct Energy Centre in its "Upcoming events" listing.
- Marketing Department ran a press release on March 19, "Direct Energy Centre Executes Contract with SIAL Canada for 2013"

Allstream Centre

- News Report during this period included **50** hits for Allstream Centre. Stories included: Innovation Awards; Best Washroom Contest; Toronto East General Hospital Gala; Mesh Conference
- Ignite Magazine's online e-Sp@rk Newsletter featured an Allstream Centre box ad.
- Marketing Department ran a press release on March 7, "Allstream Centre Congratulates General Manager of the Year, Judith Goodkin"
- A full page Allstream Centre ad ran in Ignite magazine's February/March and April issues
- A special Globe & Mail insert "In Conference" ran in the April 23 issue; it featured an advertorial "Allstream Centre Rocks – Technology Mingles with Elegance and a City Sense of Place"

Exhibition Place

- News Reports for this period include **48** hits for Exhibition Place. Stories Included: Things to do; Mayor Rob Ford; Heart & Stroke Ride; APEX Show; TFI Fashion Showdown; Wizard World Toronto; Casino; CHIN Picnic; Investment Expo.

- InsideToronto.com ran article “Reconstructing Dufferin Street” and mentioned Exhibition Place.
- Marketing Department ran a press release “Exhibition Place to Participate in Earth Hour 2012”
- The article “Exhibition Place to Participate in Earth Hour 2012” ran at www.conworld.net

Twitter Mentions

- Total number of mentions for Exhibition Place, Direct Energy Centre and Allstream Centre on social media Twitter Feed is: **1216**

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:

MARCH	
Exhibitions/Meetings/Conventions/Corporate Events	
<ul style="list-style-type: none"> ▪ Macquarie Private Wealth (<u>AC</u>) ▪ Bicycle Show ▪ Artist Project ▪ canfitpro Toronto (<u>AC</u>) ▪ Starlight Gala (<u>AC</u>) ▪ CRFA ▪ CRFA Winter Board of Directors Meeting (<u>AC</u>) ▪ CGA Exams ▪ Wizard World 	<ul style="list-style-type: none"> ▪ Ontario Centres of Excellence (<u>AC</u>) ▪ National Home Show/Canada Blooms ▪ Waste Diversion (<u>AC</u>) ▪ BILD Luncheon (<u>AC</u>) ▪ Supplier Diversity (<u>AC</u>) ▪ Future Build ▪ ARIDO Annual General Meeting (<u>AC</u>) ▪ One of a Kind Spring Craft Show and Sale ▪ National Motorcycle Show
APRIL	
Exhibitions/Meetings/Conventions/Corporate Events	
<ul style="list-style-type: none"> ▪ Humber College Tourism Class (<u>AC</u>) ▪ Waste Diversion Ontario Meeting (<u>AC</u>) ▪ Green Living Show ▪ SpinMaster ▪ National Postage Stamp Show ▪ Das HAUS Exhibit ▪ Mazda Ride and Drive ▪ Volleyball Canada Press Conference ▪ ITAC – CCIO Round Table Conference (<u>AC</u>) ▪ CAEM Course (<u>AC</u>) ▪ Covert Affairs Film Shoot ▪ June Callwood Outstanding Achievements (<u>AC</u>) 	<ul style="list-style-type: none"> ▪ Toronto Bridal Show ▪ Toronto Yonge Street 10k ▪ CMP Study Group (<u>AC</u>) ▪ ONBIDA Conference (<u>AC</u>) ▪ Canada India Foundation (<u>AC</u>) ▪ IBEW 356 Benefits Meeting (<u>AC</u>) ▪ College of Physicians and Surgeons Assessors Conference (<u>AC</u>) ▪ School Library Resource Fair ▪ Social Justice Tribunals Ontario (<u>AC</u>) ▪ Canadian Payroll Association (<u>AC</u>) ▪ JLT DelecTable ▪ Business Franchise Show ▪ Khalsa Day Celebrations ▪ RPIC (<u>AC</u>)

Event Services

Numerous meetings were conducted leading up to the new co-located Canada Blooms/National Home Show and One of a Kind Spring Craft Show in order to facilitate the extremely tight turnovers. We are pleased to report that staff rose to the occasion and we had a very smooth transition for all. The Artist Project returned for its fifth year to the Queen Elizabeth Exhibit Hall and Show Management was pleased with the significant increase in attendance this year.

CRFA went very well with increases stage entertainment/features that enhanced this trade event. The clients for this and Wizard World were very pleased with the delivery of our services. Several of our cleaning staff were singled out and commended for their efforts.

Overall March & April were very busy months for events and we have noticed a trend of increased attendance at consumer shows.

Exhibitor Services

Staff serviced a total of 11 events during March & April. Due to this year's combined National Home Show and Canada Blooms, early reminders were sent to exhibitors to encourage pre-ordering of services. The order desk ran smoothly with no major issues.

With the quick change over from National Home Show/Canada Blooms to OOAK Spring Show it was important to take down signage and disconnect power and plumbing as quickly as possible. Signage was brought to the order desk for storage and arrangements were made for return to exhibitors.

All staff worked hard in the pre-planning and duration of each event and their efforts are greatly appreciated. Specific staff were duly noted in a letter of appreciation by CRFA management.

Allstream Centre

Allstream Centre hosted 35 events during March and April. Return clients in March included Macquarie Private Wealth, Starlight Children's Foundation, CFRA Board of Directors, Food and Consumers Products, BILD Luncheon, ARIDO and Baycrest (Dancing with Their Stars). Canfitpro was new and had their Toronto One Day conference at Allstream Centre, which drew approximately 900 people. The Starlight and Baycrest galas were both successful events.

April also saw the return of a number of previous clients, including ITAC, Patent Agent Examinations and Canadian Payroll Association. Das Haus ran for 7 days and utilized both Allstream Centre and Lot 1. We also held a very successful Industry night with a euchre tournament and an equally successful gala for Toronto East General Hospital with the headliner being Jerry Seinfeld. Canada India Foundation also held their gala with guest Deepak Chopra. The College of Physicians & Surgeons had a very successful conference and were very pleased and impressed with the service they received.

Parking

Parking activity for the March/April period was up substantially from last year, primarily as a result of the combined Canada Blooms/Home Show held in mid-March. For the combined show, weekend parking demand was anticipated to be 20% to 30% higher than on any previous years' peak weekend. To meet the parking needs of the combined show and a Saturday Toronto FC game, Parking staff worked with show management and Ontario Place to ensure all Ontario Place parking lots were available to Exhibition Place visitors throughout the busy period. Through these measures all vehicles seeking parking spaces were accommodated.

Telecommunications

IT/Telecom has entered into an agreement to provide telecommunications services for the annual CNE in 2013 and potentially in subsequent years. The CNE has been reliant on the IT/Telecom department for the provisioning of telephony, data and software systems over the last 25 years. With the independence of the CNE, service level/scope agreements needed to be negotiated for the various Telecom/IT deployments related to the permanent and temporary aspects of the fair.

The new time clock system has been installed in various departments at Exhibition Place. Supervisory staff have been training in employee enrolment, editing and schedule creation. The system uses the existing multipurpose security ID badges as well as having the capability to use barcode temporary ID badges (for the CNE period). The new electronic time clock system provides real time data for employees using proximity (RFID [Radio Frequency Id]) identification with hand pattern authentication.

The final touches for the 1812 WiFi project are being completed. Equipment has been installed along the entire span of south side of Exhibition Place. Antennas are now mounted on various buildings including Allstream Centre, the Better Living Centre, various sub stations, and in the west end lakeshore digital signage. This system will provide a data backbone for an 1812 walking tour as well as potentially providing services for other operational and client uses.

Building Operations

Maintenance

- Repaired floor near Door 40 and Heritage Court
- Installed two panels of AB wall and removed damaged ones
- Completed repairs to handicap ramps south of Halls A and B
- Completed Paint touch ups throughout Galleria & Halls
- Cleaned out several floor ports after events
- Slat repaired on Door # 33 and safety edge repaired on Roll Up Door # 40
- Staff busy with third party work through March/April events
- Irrigation de-winterization taking place

Electrical

- Connected compactor at West loading dock
- Replaced floor port receptacles (twist locks) in Hall A and repaired receptacle Hall A column
- Replaced pilot light on Direct Energy Centre sprinkler system controls
- Repaired fixture damaged by water in underground parking garage
- Installed new credit card machines and card access ready in underground garage
- Installed new cameras for parking kiosks and addressed garage rollup door card access issues
- Replaced burnt out lamps in the Centerplate kitchen and re-lamped Hall B concession
- Connected Fryers in concession 5
- Replaced burnt out lamps and added fixtures – Direct Energy Centre boiler room (mid-Arch)
- Tested emergency transfer switch equipment
- Rotated panels in swing space
- Installed antennas for “War of 1812” project
- Identified fiber optic in Intelligence room
- Connected HVAC heater cooling towers and attended to HVAC trouble calls
- Installed new time clock hand scanners

Facility Services

The following maintenance projects/activities were completed or are on-going:

- Delivered all aluminum bleachers to the Industry Building to undergo maintenance and repairs prior to the Canadian Volleyball Championships.
- Conducted a thorough cleaning of inventoried chairs for use at the Volleyball event.
- Scheduled and conducted cleaning of our snow equipment prior to placing in storage.
- Removed and cleaned all salt bins from grounds prior to placing in storage.
- Conducted a thorough sweeping of the Direct Energy Centre underground garage.
- Scheduled a full cleaning of BMO Stadium in preparation for the season opening.
- Scheduled steam cleaning of all carpeted salons used during the CFRA event in preparation for the National Home Show and Canada Blooms.
- Scheduled cleaning of all floor ports in Hall A after Canada Blooms move out.
- Scheduled cleaning of all Direct Energy Centre halls to remove tape and glue residue resulting from our busy spring show season.
- Completed a thorough cleaning of the Better Living Centre in preparation for Khalsa Day event.
- Continue to work on LEED projects as we work together to attain accreditation.
- Completed a plan to divide a portion of the Press Lot storage facility to act as a dry holding centre for various types of recyclable items generated at our shows/events prior to transfer.
- Scheduled a thorough cleaning of the washrooms and entrance ways at Liberty Grand.
- Successfully completed a challenging show turn over from CRFA to National Home Show/Canada Blooms to OOAK under an extremely strict time line involving 24 hour scheduling.
- Scheduled cleaning for the second round of the Toronto Marlies playoffs.
- Welcomed new Facilities Coordinator, Jeff Mann, whose focus will be primarily on our Technical Services department.
- Continue to perform fine sorting of our technical equipment inventory, identifying redundant, non-usable equipment.
- Completed 33 show safety audits.
- In the process of completing the annual Grounds Safety Audit; completion targeted for mid-May.
- Ron Mills, Director of Facility Services, attended a CAEM course on Security Risk and Crisis Management held at the Allstream Centre in April.

Records and Archives

Records & Archives staff spent two week in March revamping various storage areas in order to segregate all CNEA archival material into one dedicated room on the 3rd floor of the General Services Building. The room is approximately 2,000 square feet and stores the CNE's collection of photographs, film, artefacts and other memorabilia. The move would not have been possible without the assistance of the Labour and Carpentry Departments. Anyone wishing for a tour of the new CNE Archives storage area is welcome to drop by.

Christina Stewart, Media Archivist, Exhibition Place, has been invited to give a two-day workshop on film preservation by the Association of Newfoundland and Labrador Archives to be held in St. John's on May 3rd and 4th. The Association is covering all of Christina's expenses and has invited archivists from across the province to attend. To date, about ten archivists have signed up to take the workshop.

Records & Archives will host a walking tour of Exhibition Place as part of "Jane's Walk" on Saturday, May 5th. The walk is a celebration of people and cities and takes place all around the world on the first weekend of May. It was created in 2007 in Toronto by friends of the urban thinker Jane Jacobs and has grown from 27 walks the first year to over 500 in 75 cities. The walk at Exhibition Place will focus on our

green initiatives and will be led by Mark Goss, Director of Operations. Records & Archives staff will be on hand to help answer questions from the participants.

A second walk is planned for June 22nd as part of the Heritage Toronto Walking Tour Program. The walk will be led by Steve Collie, a dedicated Records & Archives volunteer. In years past, these walks focused on the heritage aspects of the grounds, however, the walk on June 22nd will trace the route followed by American invaders during the Battle of York in 1813. That battle proved to be one of the most traumatic events in the history of York (now Toronto). The Americans landed just west of present-day Exhibition Place and had their first encounter with the British in the clearing around Fort Rouille (east of Scadding Cabin). It is believed that many soldiers, both British and American, were killed at this site and buried where they fell. The Americans pursued the British to the east and turned the land currently occupied by the CNE's midway into a bloody battlefield. Records & Archives staff will be in attendance during the walk to assist and respond to questions about the history of Exhibition Place and its buildings.

Staff are also busy preparing the Records and Archives exhibit for the 2012 CNE. The title of the exhibit has yet to be determined, but the theme will be the military history of the grounds from the War of 1812 to the Second World War. The land now occupied by Exhibition Place has played an integral and distinguished part in Canadian military history. We are the site of several of the bloodiest battles of the War of 1812, home to both a French and British fort (Fort Rouille and Stanley Barracks) and host to large military encampments during the First and Second World Wars. The exhibit will explore the impact war has had on the grounds, with a special focus on the War of 1812 which marks its 200th anniversary in 2012.

EXcellence in Action

Naomi Wall of the Ontario Centres of Excellence event, which took place in Allstream Centre, said in her Client Satisfaction Survey that "The food was excellent. Timing of delivery of the food was great."

Ramzi Ghandour of Centerplate received an email from Ellen Hurwitz of Giraffe Food & Beverage Inc. regarding her catered event during CRFA "We will be sure to give the chef a good "shout out" in the write ups about the event, as well as the excellent service and attentiveness of the Centerplate staff. I will forward once complete and once printed in the Food in Canada magazine as well. All of the "foodies" in the group were pleasantly surprised by the quality and appearance of the food as it exceeded their expectation for a convention center. Good job!"

Edwin Cabural of CRFA sent an email to Jeff Gay on March 22nd to say "I'd like to acknowledge the tremendous work and effort the entire staff at DEC in making the 2012 CRFA Show such a success. Everyone from Centerplate to cleaning to parking to the electricians and plumbers to exhibitor services were helpful and very accommodating, which made our exhibitors very happy. I would like to specially thank the following people:

- Jim MacGregor – He gets things done and always responds to our needs and is a true professional at customer service. He's always available anytime of the year. Sending him to visit the NRA Show in 2011 was very beneficial as we were both able to implement ideas and concepts to the CRFA Show. Hopefully, he'll be able to attend the 2012 NRA Show – May 5-8.
- Ellen D - always keeping us informed of the goings-on at the DEC
- Rob B/Blaine at Exhibitor Services – They're the frontline staff to our exhibitors and are very courteous and helpful.

- Mickey (electricians), Jason (gas) and Tom (plumbers) are excellent at what they do and are always responsive to exhibitors and show management needs
- David (parking) was extremely helpful with making recommendations for our reception and Breakfast events
- Robert and Sandra (Centerplate) were very helpful and responded to all of our needs

Also, I was very impressed to see you and Laura at the pre-show tie-down meeting in February and meant a great deal to CRFA. Looking forward to 2013 and hopefully many more years.”

Kathy Treanor received an email dated March 29th from Joan Pierre regarding the Supplier Diversity Conference which took place at Allstream Centre. “...it was an absolute pleasure working with you, and the staff at your facility. It takes good team work to pull off a successful event, and it's clear that our two teams worked extremely well together. Please pass on my compliments to your facilities staff. Their attention to detail was exceptional...Thanks again for your professionalism and flawless support of the event.”

Karen Jacobs sent a letter dated April 2nd to Brett Fitzpatrick regarding Baycrest Gala – Dancing With Our Stars, which took place in Allstream Centre on March 29th. Karen raved “I was so thankful that you were part of the “team”, and that you “had my back” when it came to making sure we had all of the technical requirements for the event! I also appreciated that you were there for the set-up, and watching from the sidelines... I hope to have the opportunity to work together with you again on future events. It was a pleasure, and I was so happy to work with a team of people who really “get it”!!!”

Debbie Sanderson received a letter dated April 3rd from David Miller of Aird & Berlis LLP. David said “I want to thank you for all your help in coordinating the presentation to the Sustainable Urban Environments students from NYU Polly who visited Toronto March 23 and 24. You obviously put a tremendous amount of work in the arrangements, and I’ve received extremely good feedback from the students regarding the entire experience at Exhibition Place...Would you also pass along my thanks to Denise DeFlorio for her assistance on the day of the presentation.” -----Original Message-----

Bob O'Doherty sent an email to Arlene Campbell, Laura Purdy and Jennifer Foster on April 4th to say “Thx again to everyone at DE Centre for helping us out this afternoon...much appreciated. The delegation from San Luis was very impressed by the facility and its staff.”

Ken Jattan received an email on April 24th from Meredith Marsh of Das Haus, which stopped at Exhibition Place on its North American Tour from April 13-22. “Thanks are also in order for the support of our hosts at Exhibition Place and the Allstream Center, as well as our many local partners. It was a pleasure working with you and we were delighted to have such a great location to host the Das Haus pavilion and our events. “

Deborah Maw sent an email dated April 28th to Sandra Palombo regarding the JLT DelecTABLE event to say “...we were pleased with the food and service and the evening was a great success. I would also like to thank you for providing the lunch for the volunteers on Thursday. It was very much appreciated.

Exhibition Place’s Recognition Committee received 26 staff nominations for the December/January period and 43 for February/March. Following are the winners:

	December/January Winners	February/March Winners
Corporate Secretary/ Parking/ Press Bldg.	Andrew Sihelnik, Exhibitor Sales & Services Co-ordinator, CNE	Mike Cruz, Gates and Operations Special Projects Coordinator, CNE
QE	Brett Downing Information Technology Specialist	Kim Locke Telecommunications Representative
Cleaning	Selva Arumuganathan, Cleaner	Selva Arumuganathan, Cleaner
DEC	Jennifer Foster Admin. Asst. General Manager	Brian Dow, Facility Coordinator
Operations	Adam Brown, Electrician	John Brumen, Electrician

Centerplate

Catering & Sales Department

March

During the Canadian Restaurant and Foodservice Association Show, Centerplate hosted the Board of Directors lunch in Café Soleil for 55 people. Lunch included Mixed Greens with Pomegranate Seeds, Avocado and Dry Mustard-Celery Seed Vinaigrette, Salmon with a Caper Lemon Butter Sauce, Grilled Asparagus and Chevre Stack and Roasted Yukon Gold and Sweet Potatoes. Dessert featured a French Apple Torte with Maple Chantilly Cream and New York style Cheesecake.

Centerplate also hosted a reception for Giraffe Foods in Café Soleil for 50 people. Guests were served assorted Hors D'Oeuvres including Smoked Salmon, Asparagus Bundles, Hibachi Beef Skewers with Green Onion and Teriyaki Glaze, Coconut Shrimp and Mini Cheese and Roasted Vegetable Quesadilla. Reception stations served Boneless Chicken Wings with Thai Chili Sauce, Chicken Wings with a Buffalo Sauce, an Artisan Cheese platter and Garden Salad. At the bar guests enjoyed a signature cocktail made with a Guava mix. The client was very happy and indicated she would be submitting a write up in a publication on how great their event was.

During National Home Show/Canada Blooms Centerplate hosted a reception in the Taipei Garden where we served assorted Sushi and Sashimi, a Ginger Tofu Stir Fry with Broccoli and Daikon served with Steamed Chow Mein Noodles and a Beef Carvery which included Bread and an array of toppings.

The Show Manager from the National Home Show opted to have a late evening dinner and have Centerplate cater for their VIP executives rather than going to an off-site restaurant. Guests were served a Salad featuring Roasted Heirloom Tomato, Cucumber, Orange and Yellow Pepper, Strawberry and Chick Peas with Olive Oil and Balsamic Vinaigrette. The entrée was a Grilled Breast of Chicken with Mushroom, Shallot, Chardonnay and Sage Glaze, which was served with Roasted Garlic Scalloped Potatoes and Parsnip, White Turnip and Sun Dried Tomato with a Green Bean appliqué. Parisian style Macaroons were served for dessert.

Centerplate also hosted the Industry Awards reception, which featured a Beef Carvery Station, Grilled Vegetable and Salad Stations and a Bruschetta and Flat Bread Station with a variety of toasted Breads and specialty toppings including a mixed Bean Dip, Hummus, Roasted Pepper and Woolwich Dairy Goat Cheese with Arugula Pesto. In addition.

During the Future Building Expo Centerplate hosted a reception for exhibitors during the first evening of the show. Offerings include Beef Sliders, Mild and Honey Garlic Wings, Pulled Pork Sliders and Fresh Vegetable Crudités. Overall the event went well and guests enjoyed themselves.

April

Centerplate hosted the Green Toronto Awards during the Green Living Show and served guests and award recipients Artisan Cheeses with Sliced Baguettes and assorted Flat Breads, Canapés including Mediterranean Chicken Kabobs with Fig and Roasted Tomato, Bay Shrimp and Asparagus and Roasted Tomato Bruschetta. Dessert included Assorted French Pastries, Fudge Brownies and Chocolate Dipped Biscotti.

During the Junior League of Toronto Centerplate hosted the Preview Party reception. Guests enjoyed an assortment of passed Hors D'Oeuvres including skewered Grilled Garlic Shrimp, Oven-Roasted Wild Mushrooms with Goat Cheese & Chili Oil in a Phyllo Cup, Parmesan Shortbread with Sesame Seeds, Goat's Cheese, Tomato Chutney & Slow-Roasted Cherry Tomatoes, Toasted Walnut Bread with Chicken, Gorgonzola & a Dried Fig Compote and Tandoori Chicken Skewer with Minted Raita. We also served a Beef Carvery with Sweet and Yukon Gold Mash. Dessert offerings included Gourmet Fudge Brownies, Cookies and Dessert Squares. Overall the event was successful and guests enjoyed the preview.

Retail Department

March

For the National Motorcycle and Tattoo Show, Centerplate opened the Grab and Go Snack Carts, and added 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.

At the Future Building Expo Centerplate offered the Chicken Shawarma cart in addition to a variety of freshly made Crepes including Chicken Teriyaki, Garden Ham, Veggie, Breakfast and Dessert Crepes. A variety of salads were also available, including Greek, Chicken Caesar, Cordon Blue and Florentine Salad. Baked Potatoes were a favorite among the students, who had a choice of Chili and Cheddar or Cheddar and Sour Cream.

During the National Home Show/Canada Blooms Centerplate served some new items including Wings and Nachos, as well as Schnitzel. We also opened up our Lakeshore Trattoria Café for the first time after its renovation. Our feature items included Chicken Pesto Sandwiches with Pesto, Provolone and Roasted Red Peppers, Bruschetta served on toasted Focaccia made with Tomatoes, Red Onion, Capers, Basil, Balsamic Vinegar, Olive Oil and Garlic, a Variety of Flat Bread Pizzas including Margherita and Primavera and Homemade Baked Pastas including Baked Butternut Squash Ravioli. This was a favorite among exhibitors and visitors of the show, who loved watching their food made fresh before their eyes.

April

During the Junior League of Toronto Show Centerplate opened up a Bistro style café serving Crudités with Edamame Hummus & Flat Bread, Antipasto with Prosciutto, Cheese, Vine Tomatoes, Grilled Peppers, Marinated Olives and Fresh Fruit, Artisanal Cheese with assorted Crackers & Homemade Preserves, Grilled Vegetable and Goat Cheese and Smoked Salmon Wraps with a Side Salad. We also offered guests Maki and Nigiri for purchase from Edo Sushi.

At the Franchise Show Centerplate will serve visitors a variety of Specialty Coffees including Cappuccino and Lattes, Bagels with Lox, Egg, Tuna, BLT or Chicken, Montreal Smoked Meat Sandwiches, a variety of Deli Platters and Salads.

Cerise Fine Catering

Numerous fund raising galas kept staff at Allstream Centre very busy throughout March and April.

Cerise served some unique dishes at The Starlight Ball, including a Timballo, a Corteza and a Glissando. Guests loved it! The Baycrest Gala was a Kosher event with a “Dancing with the Stars” theme. The planner of the gala wrote “it was a pleasure, and I was so happy to work with a team of people who really ‘get it’”. Toronto East General Hospital’s event was attended by 1,552 guests and their headline entertainer, Jerry Seinfeld, helped raise over \$3 million. Canada India Foundation’s annual dinner introduced Cerise to a new segment of the Toronto community and was a very successful event. Cerise partnered with staff of Direct Energy Centre on two events, a Euchre Tournament fund raiser for Princess Margaret Hospital, and a well-attended High Tea and spa experience for potential customers. Both events were well received and very successful.

Cerise Fine Catering’s reputation is on the rise; Cerise staff in collaboration with the Sales & Marketing team at Direct Energy Center have been incredibly successful in re-booking business. Events such as CRFA, BILD, ARRIDO, CRFA, Waste Diversion and Macquarie Financial have returned to Allstream Centre for the second, third or fourth time.

Cerise is ending the month with Real Property Institute of Canada; a four day conference for 475 guests which will include twelve meal times.

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 three months ended March 31, 2012					
	Actual	Current Month Budget	Variance	Actual	YTD Budget	Variance
Event Income (note 3)	\$ 4,876,001	\$ 4,709,698	\$ 166,303	\$ 8,850,489	\$ 8,805,021	\$ 45,468
Direct Expenses	442,636	433,580	(9,056)	914,633	892,794	(21,839)
Indirect Expenses	2,828,121	2,593,497	(234,624)	7,195,599	7,613,362	417,763
Operating Income (Loss) before building loan interest & amortization and naming fees	1,605,244	1,682,621	(77,377)	740,257	298,865	441,392
Interest expense - Allstream Centre	156,122	156,259	137	469,220	469,631	411
Amortization expense - Allstream Centre	129,216	129,174	(42)	387,648	387,523	(125)
Operating Income (Loss) before naming fees	1,319,906	1,397,188	(77,282)	(116,611)	(558,289)	441,678
Contribution from (to) Conference Centre Reserve Fund	(11,203)	174,868	(186,071)	322,677	459,849	(137,172)
Net Income (Loss)	1,308,703	1,572,056	(263,353)	206,066	(98,440)	304,506

(1) Operating Income for the Board before building loan interest and amortization of building improvements net of contribution from naming fees is \$740,257, compared to a budgeted income of \$298,865 for a favourable variance of \$441,392.

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

(3) Actual number of events for Combined Exhibition Place is 46.

**EXHIBITION PLACE
FINANCIAL STATEMENT HIGHLIGHTS
MARCH 2012 AND COMPARATIVES**

	MONTH			2012 YTD			2011 YTD	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	YOY VARIANCE
Number of Events	9	6	3	21	10	11	28	-7
Direct Event Income	\$ 2,447,992	\$ 2,486,831	\$ (38,839)	\$ 4,482,256	\$ 4,518,712	\$ (36,456)	\$ 4,475,596	\$ 6,660
Ancillary Income	596,787	575,639	21,148	925,361	1,000,665	(75,304)	963,872	(38,511)
Advertising and Sponsorship	19,305	19,131	174	57,081	57,392	(311)	47,957	9,124
Rent-MLSE-Ricoh Coliseum	43,879	41,740	2,139	131,636	125,220	6,416	125,220	6,400
Naming Rights	101,667	101,667	-	305,000	305,000	-	305,000	-
Parking EP	1,214,294	1,258,000	(43,706)	2,020,755	2,011,000	9,755	2,014,701	6,054
Parking - BMO Events	65,197	-	65,197	77,550	-	77,550	46,142	31,408
Program Recoveries and Other	41,567	38,902	2,665	101,483	116,707	(15,224)	101,433	50
Total Event Income	4,530,688	4,521,910	8,778	8,101,122	8,134,696	(33,574)	8,079,921	21,185
Direct Expenses	436,250	419,506	(16,744)	876,289	848,961	(27,328)	893,685	17,396
Indirect Expenses	2,584,335	2,336,876	(247,459)	6,470,166	6,843,502	373,336	6,254,566	(215,600)
Naming Rights	101,667	101,667	-	305,000	305,000	-	305,000	-
Total Event Expenses	3,122,252	2,858,049	(264,203)	7,651,455	7,997,463	346,008	7,453,251	(198,204)
Net Income (Loss)	1,408,436	1,663,861	(255,425)	449,667	137,233	312,434	626,670	(177,019)

**ALLSTREAM CENTRE
FINANCIAL STATEMENT HIGHLIGHTS
MARCH 2012 AND COMPARATIVES**

	MONTH			YTD			2011 YTD	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	YOY VARIANCE
Number of Events	11	[Note 1]	-	25	[Note 1]	-	21	4
Direct Event Income	\$ 267,947	\$ 82,845	\$ 185,102	\$ 527,981	\$ 379,240	\$ 148,741	\$ 542,877	\$ (14,896)
Ancillary Income	70,697	90,942	(20,245)	192,543	246,798	(54,255)	322,849	(130,306)
Parking Revenue	6,669	14,001	(7,332)	28,843	44,287	(15,444)	25,942	2,901
Total Event Income	345,313	187,788	157,525	749,367	670,325	79,042	891,668	(142,301)
Direct Expenses	6,386	14,074	7,688	38,344	43,833	5,489	60,352	22,008
Indirect Expenses	142,119	154,954	12,835	420,433	464,860	44,427	348,667	(71,766)
Total Event Expenses	148,505	169,028	20,523	458,777	508,693	49,916	409,019	(49,758)
Operating Income (Loss) before building loan interest & amortization and naming fees	196,808	18,760	178,048	290,590	161,632	128,958	482,649	(192,059)
Interest expense	156,122	156,259	137	469,220	469,631	411	479,625	10,405
Amortization expense	129,216	129,174	(42)	387,648	387,523	(125)	485,957	98,309
Operating Income (Loss) before naming fees	(88,530)	(266,673)	177,953	(566,278)	(695,522)	129,244	(482,933)	(83,345)
Contribution from Conference Centre Reserve Fund	(11,203)	174,868	(186,071)	322,677	459,849	(137,172)	243,423	79,254
Net Income (Loss) before transfers	(99,733)	(91,805)	(8,118)	(243,601)	(235,673)	(7,900)	(239,510)	(4,091)

Note 1: 2012 Allstream Centre Total Event Income Budget was based on Proforma and 2011 actual information on first year history

**DIRECT ENERGY CENTRE AND ALLSTREAM CENTRE
EVENT STATISTICS
FOR PERIOD ENDED MARCH 31, 2012**

DIRECT ENERGY CENTRE	MONTH ACTUAL	YTD ACTUAL	PRIOR YEAR ACTUAL
Attendance [Note:1]	232,500	340,425	383,800

EVENT	(NOTE 1) ACTUAL # OF EVENTS			(NOTE 3) NET EVENT INCOME		(NOTE 2) REFRESHMENT PER CAP'S
	2012	2011	2010	ACTUAL	BUDGET	ACTUAL
	#	#	#	\$ (IN '000'S)	\$ (IN '000'S)	\$ (IN '000'S)
Consumers Show	4	8	9	3,237	3,189	3.66
Trade Show	4	4	4	584	514	2.60
Exam	0	0	0	-	-	-
Photo/Film Shoot	1	0	0	6	-	-
Meeting/Corporate	4	6	3	290	-	38.68
	13	18	16	4,117	3,703	45

EVENT	(NOTE 4) ACTUAL # OF EVENTS			(NOTE 3) NET EVENT INCOME		(NOTE 2) REFRESHMENT PER CAP'S
	2012	2011	2010	ACTUAL	BUDGET	ACTUAL
	#	#	#	\$ (IN '000'S)	\$ (IN '000'S)	\$ (IN '000'S)
Gala	2	3	2	77	-	-
Conference	8	5	3	529	-	143.25
Reception	2	2	2	3	-	53.86
Meeting	11	10	5	28	-	42.93
Exam	2	1	0	48	-	8.52
	25	21	12	685	-	249

- Note: 1 Attendance estimates provided by Show Management.
- Note: 2 Refreshment per cap's based on information reported by Centerplate and Cerise
- Note: 3 Net event income includes rent and services, ancillary income includes catering and electrical commissions.
- Note: 4 Allstream Centre opened on October 2009

**BOARD OF GOVERNORS - EXHIBITION PLACE
CHEQUE DISBURSEMENTS - MARCH 2012
GREATER THAN \$50,000**

Cheque No	Date	Amount	Description	
		\$		
	01/03/2012	ADP CANADA	137,765.49	HOURLY PAYROLL
	06/03/2012	ADP CANADA	393,036.26	SALARY PAYROLL
	07/03/2012	ADP CANADA	284,187.47	HOURLY PAYROLL
	14/03/2012	ADP CANADA	343,043.69	HOURLY PAYROLL
	20/03/2012	ADP CANADA	471,597.74	SALARY PAYROLL
	21/03/2012	ADP CANADA	247,215.65	HOURLY PAYROLL
	28/03/2012	ADP CANADA	293,754.76	HOURLY PAYROLL
7549	28/03/2012	ENBRIDGE	52,941.43	FEBRUARY 2012 GAS CHARGES
7509	28/03/2012	BLACK & MCDONALD	59,074.48	ELECTRICAL MAINTENANCE
7413	09/03/2012	MAPLE LEAF SPORT & ENTERTAINMENT	61,156.50	PARKING REVENUE FOR FEBRUARY 2012
7454	13/03/2012	LOCAL 58 BENEFITS FUND	66,231.50	UNION DUES FOR FEBRUARY 2012
7457	15/03/2012	CITY OF TORONTO	86,203.88	PREMIUM FOR MEDICAL, DENTAL & LIFE FOR MARCH 2012
7492	30/03/2012	OMERS	167,388.32	PENSION CONTRIBUTION FOR FEBRUARY 2012
7354	05/03/2012	TREASURER CITY OF TORONTO	197,686.00	2ND INSTALLMENT PROPERTY TAX
7353	31/03/2012	CITY OF TORONTO	222,689.97	LOAN PAYMENT APRIL 2012 - ALLSTREAM CENTRE
7482	20/03/2012	CITY OF TORONTO	242,434.08	WATER PAYMENT JULY - DECEMBER 2011
7493	27/03/2012	CANADA CUSTOM AND REVENUE	369,294.77	H.S.T. REMITTANCE FOR FEBRUARY 2012
		DISBURSEMENTS OVER \$50,000	3,695,701.99	
		OTHER DISBURSEMENTS	749,869.74	
		TOTAL DISBURSEMENT	<u>4,445,571.73</u>	

**BOARD OF GOVERNORS OF EXHIBITION PLACE
BALANCE SHEET - AS AT MARCH 31, 2012**

	MARCH 31 2012	MARCH 31 2011
ASSETS		
CURRENT ASSETS		
CASH	\$ 2,650,845	\$ 137,990
SHORT-TERM INVESTMENTS	4,900,000	7,600,000
TRADE ACCOUNTS RECEIVABLE	4,096,586	2,094,564
ALLOWANCE FOR DOUBTFUL ACCOUNTS	<u>(447,863)</u>	<u>(332,388)</u>
NET ACCOUNTS RECEIVABLE	3,648,723	1,762,176
OTHER RECEIVABLE	1,637,893	3,814,706
INVENTORIES	84,566	92,868
PREPAID EXPENSES	<u>137,154</u>	<u>368,752</u>
TOTAL CURRENT ASSETS	<u>13,059,181</u>	<u>13,776,492</u>
RECEIVABLE FROM THE CITY OF TORONTO	7,164,167	6,383,993
RECEIVABLE FROM THE CITY OF TORONTO - CAPITAL	157,264	3,076,556
RENT RECEIVABLE (STEP UP LEASE)	<u>1,593,837</u>	<u>1,420,388</u>
SUBTOTAL	<u>8,915,268</u>	<u>10,880,937</u>
EQUIPMENT - NET	47,170,580	46,442,312
TOTAL ASSETS	<u>69,145,029</u>	<u>71,099,741</u>
LIABILITIES & EQUITY		
CURRENT LIABILITIES		
ACCOUNTS PAYABLES & ACCRUED LIABILITIES	5,679,071	7,871,101
PROVINCIAL & FEDERAL SALES TAX PAYABLE	478,774	418,407
DEFERRED REVENUE	5,510,101	5,422,225
OTHER CURRENT LIABILITIES	<u>1,306,995</u>	<u>635,129</u>
TOTAL CURRENT LIABILITIES	<u>12,974,941</u>	<u>14,346,862</u>
DUE TO/FROM CNEA	1,467,272	-
EMPLOYEE BENEFITS PAYABLE - PSAB	8,607,046	8,132,781
LOAN PAYABLE - ERP PROJECTS	7,644,093	7,350,611
LOAN PAYABLE - FCM CAPITAL ASSET	1,847,028	1,928,368
LOAN PAYABLE - CONFERENCE CENTRE	37,140,651	37,964,282
GOVERNMENT ASSISTANCE	1,757,684	-
EQUITY		
NET INCOME (LOSS) CURRENT	206,066	387,160
SURPLUS/(DEFICIT)	<u>(2,499,752)</u>	<u>989,677</u>
SUBTOTAL	<u>(2,293,686)</u>	<u>1,376,837</u>
TOTAL LIABILITIES AND EQUITY	<u>69,145,029</u>	<u>71,099,741</u>

Summary of Sole Source Commitment Activity by Reason - March 1, to April 30, 2012

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 for March and April total is \$62,891.00. The percentage of dollar value of sole source purchasing activity for goods and services compared to the total purchasing expenditures of \$1,549,613.24 is 4.1% for this period. The revised annual percentage year sole source to date is \$128,217 or 4.1% on purchasing expenditures of \$3,143,978.10.

EP Program

Reason for Sole Source	Number of Commitments	Number of Suppliers	Total Value
Match Existing Equipment/Service	0	0	\$ -
Specialized Services	1	1	\$ 5,320.89
Ensure Warranty Maintenance	0	0	\$ -
Emergency	0	0	\$ -
Time Constraints	1	1	\$ 9,141.34
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	2	2	\$ 14,462.23

CNE Program

Reason for Sole Source	Number of Commitments	Number of Suppliers	Total Value
Match Existing Equipment/Service	0	0	\$ -
Specialized Services	5	5	\$ 43,124.19
Ensure Warranty Maintenance	0	0	\$ -
Emergency	0	0	\$ -
Time Constraints	0	0	\$ -
Bridging Contract	4	1	\$ 10,617.48
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	9	6	\$ 53,741.67

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.