

May 5, 2009

Action Required

To: The Board of Governors of Exhibition Place

From: Dianne Young
Chief Executive Officer

Subject: **CNEA Agreement – Maxxam Analytics Inc.**

Summary:

Maxxam Analytics Inc. has supplied micro-biological food testing to the CNE for a decade. The firm is exceptionally efficient in providing this service which is very important to the CNE. Maxxam meets or exceeds all government regulations with respect to this type of testing and monitoring.

This report seeks approval of an agreement, with an option to renew, to provide testing and monitoring for the CNE. The proposed supplier successfully replied to an RFQ which conformed to Board of Governors and City of Toronto policies.

Recommendation:

It is recommended that the attached report (“Appendix “A”) from the General Manager of the CNEA dated April 15, 2009 with respect to a one-year (2009) agreement, with an option to renew for 2010 and 2011 between the CNEA and Maxxam Analytics Inc., be approved.

Financial Implications:

Funding for this service in an amount not to exceed \$45,000 in the first year is provided for in the 2009 CNEA Budget. The amount of \$47,500 for the second year and \$50,000 for the third year will be included in those budget years, therefore there are no negative budget implications.

Decision History:

The attached report was considered and recommended for approval by the Board of Directors of the CNEA at its meeting of April 23, 2009.

Contact:

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Dianne Young, Chief Executive Officer



April 15, 2009

To: The Executive Committees and the Board of Directors
Canadian National Exhibition Association
The Board of Governors of Exhibition Place

From: David Bednar
General Manager

Subject: **Food Testing and Monitoring of Food Premises**

Summary:

This report seeks approval of an agreement to provide micro-biological food testing and monitoring of food premises for the 2009 CNE. The proposed supplier successfully replied to an RFQ which conformed to Board of Governors (BOG) and City of Toronto policies, which RFQ is in the amount not to exceed \$45,000.00 net of GST in 2009, \$47,500.00 net of GST & PST in 2010 and \$50,000.00 net of GST & PST in 2011.

Recommendation:

This report is submitted for the approval of the CNEA Executive Committee, the CNEA Board of Directors and subject to the approval of the Board of Governors.

It is recommended that the CNEA enter into an agreement with Maxxam Analytics Inc. for the 2009 CNE, with an option to renew for 2010 and 2011, for the provision of micro-biological food testing and monitoring of food premises.

Financial Impact:

Funding for the provision of micro-biological food testing and monitoring of food premises allocated is in the approved 2009 CNEA budget, therefore there are no negative budget implications.

Decision History:

Pursuant to CNEA by-laws, all CNEA agreements require the approval of the Board of Directors. In addition any agreements for greater than a one year term must be approved by the Board of Governors for approval.

Comments:

In the early part of 2009 a RFQ was issued through the City of Toronto Purchasing Department for the provision of micro-biological food testing and monitoring of food premises. One bid was received from Maxxam Analytics Inc.

Maxxam Analytics Inc. has supplied these services to the CNE for over 10 years. The firm is exceptionally efficient in providing this type of service.

Maxxam Analytics Inc. meets or exceeds all government regulations with respect to this type of testing and monitoring. Maxxam Analytics Inc. operates one of the largest food testing laboratories in Canada. Last year Maxxam' Analytics Inc. conducted over 2800 retail food inspections for top restaurants in Canada and performed pre-inspections and food-born illness investigations for food suppliers and vendors.

Staff recommends entering into an agreement with Maxxam Analytics Inc. for the provision of micro-biological food testing and monitoring of food premises for the 2009 CNE, with an option to renew for 2010 and 2011.

Respectfully submitted,

David Bednar
General Manager

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