



# Exhibition Place

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## Item No. 20

April 1, 2011

To: The Board of Governors of Exhibition Place

**ACTION REQUIRED**

From: Dianne Young  
Chief Executive Officer

Subject: **Miller Mobile Offices – CNEA Agreement**

### Summary:

This report recommends approval of a four year (2011 to 2014) agreement between the CNEA and Miller Mobile Offices (“Miller”) for the provision of mobile office/washroom trailers in an amount not to exceed \$46,000 exclusive of taxes.

The proposed supplier successfully responded to a Request for Quotation (RFQ) issued through the City of Toronto Purchasing and conforms to Board of Governors policies.

### Recommendation:

**It is recommended that the Board approve a one-year agreement between the CNEA and Miller for the 2011 CNE, with an option to renew for 2012, 2013, 2014, on terms and conditions as outlined in subject report, and such other terms and conditions satisfactory to the CNEA General Manager and the CNEA Solicitor.**

### Financial Impact:

Funding for this agreement is provided for in the 2011 CNEA Operating Budget, and will be provided for in the 2012, 2013, 2014 budgets.

### Decision History:

At its meeting of March 31, 2011, the Board of Directors of the CNEA considered and recommended this report for approval by the Board.

### Issue Background:

Pursuant to the CNEA by-laws, if an agreement term exceeds one year it requires approval by the Board of Governors of Exhibition Place.

Comments:

On March 1, 2011 an RFQ was issued through the City of Toronto Purchasing Department for the provision of Mobile Office/Washroom Trailers. Two bids were received, with Miller being the lowest bidder. Miller has been a long standing supplier of mobile office/washroom trailers to the CNE and is efficient in installing these mobile office/washroom trailers and the product provided is always in excellent condition

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Dianne Young  
Chief Executive Officer