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## EXHIBITION PLACE

ACTION REQUIRED

April 24, 2008

To: The Board of Governors of Exhibition Place

From: Dianne Young  
Chief Executive Officer

Subject: **CNEA Agreement – Procom Developments Ltd.**

### Summary:

Procom Developments Ltd. has supplied tents and stage covers to the CNE for almost three decades. The firm is exceptionally efficient in erecting these tents and stage covers and the product provided is always in excellent condition.

Procom meets or exceeds all government regulations with respect to the erection of these tents and stage covers. They have been a leader amongst CNE suppliers in following OHSA regulations with respect to the work they undertake.

This report seeks approval of an agreement, with an option to renew, to provide tents and related items for the Canadian National Exhibition. 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 January 29, 2008 with respect to a one-year (2008) agreement, with an option to renew for 2009 between the CNEA and Procom Developments Ltd., be approved.**

### Financial Implications and Impact Statement:

Funding for the rental of these tents and stage covers in an amount not to exceed \$70,000.00 in each year is provided for in the approved 2008 CNEA Budget and will also be included in the 2009 CNEA Budget, 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 24, 2008.

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Contact:

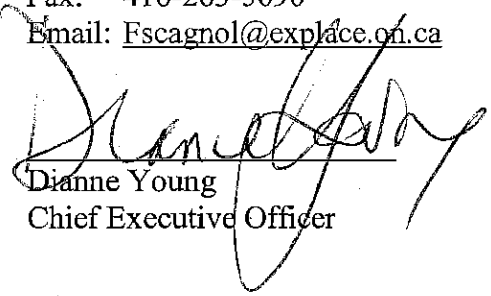
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Dianne Young

Chief Executive Officer



## APPENDIX "A"

April 15, 2008

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

From: David Bednar  
General Manager

Subject: **Procom Developments Ltd. - Tents and Stage Covers - April 2008**

**Summary:**

This report seeks approval of an agreement for one year, with an option to renew for a second year, to provide tents and related items for the 2008 CNE. The proposed supplier successfully replied to an RFQ which conformed to Board of Governors and City of Toronto policies, which RFQ is in the amount not to exceed \$70,000.00.

**Recommendation:**

**This report is submitted for the approval of the CNEA Executive Committee, the CNEA Board of Directors and the Board of Governors of Exhibition Place**

**It is recommended that the CNEA enter into an agreement with Procom Developments Ltd. o/a All Shelter Sales and Rentals for the 2008 CNE, with an option to renew for 2009, for the provision of rental of tents and stage covers.**

**Financial Impact:**

Funding for the rental of these tents and stage covers in an amount not to exceed \$70,000.00 in each year is provided for in the approved 2008 CNEA budget, therefore there are no negative budget implications.

**Decision History:**

Pursuant to the CNEA by-laws, agreements require Board approval and if the term exceeds one year, requires approval of the Board of Governors of Exhibition Place.

**Comments:**

In the early part of 2008 a RFQ was issued through the City of Toronto Purchasing Department for the provision of Tents and Stage Covers. The call document offered vendors the opportunity to bid on either of two separate requirements, those being modular tent structures and/or tent and

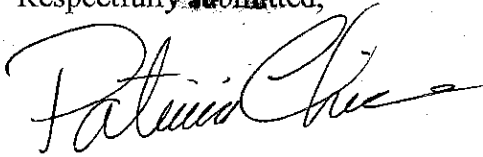
canopies. One bid for the provision of Tents and Stage Covers was received from Procom Developments Ltd. o/a All Shelter Sales and Rentals (Procom).

Procom has supplied tents and stage covers to the CNE for almost three decades. The firm is exceptionally efficient in erecting these tents and stage covers and the product provided is always in excellent condition.

Procom meets or exceeds all government regulations with respect to the erection of these tents and stage covers. They have been a leader amongst CNE suppliers in following OHSA regulations with respect to the work they undertake.

Staff recommends entering into a rental agreement with Procom for the provision of tents and stage covers for the 2008 CNE, with an option to renew for 2009.

Respectfully submitted,



*per* David Bednar

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