



## EXHIBITION PLACE

April 15, 2004

To: The Board of Governors of Exhibition Place

From: Dianne Young  
General Manager & CEO

Subject: **Procon Developments Ltd. Agreement**

### **Recommendation:**

It is recommended that the Board of Governors concur with the recommendation of the Board of Directors of the CNEA with respect to entering into a one-year agreement with Procon Developments Ltd. For the 2004 CNE, with an option to renew for 2005, based on the terms and conditions outlined in the attached report from the General Manager of the CNEA dated April 6, 2004.

### **Background:**

The attached report will be considered by the Board of Directors of the CNEA at its meeting of April 22, 2004. Should the above recommendation change, the Corporate Secretary will report any changes to the Board on April 30th.

### **Discussion:**

In accordance with By-law no. 2-99, Section 29, all CNEA agreements over a one-year term requires approval of the Board of Governors.

With respect to the four RFQ's received, the City of Toronto Purchasing Department disqualified two companies (City did not provide a reason) and the third company (Varsity) could not provide the size of tent structures and covers required.

### **Conclusion:**

This report recommends that the Board authorize a one-year agreement between the CNEA and Procon Developments Ltd. with an option to renew for a further year.

### **Contact:**

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Dianne Young  
General Manager & CEO

THE BOARD OF GOVERNORS OF EXHIBITION PLACE

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April 6, 2004

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

From: David Bednar  
General Manager

Subject: **Procon Developments Ltd. O/A All Shelter Sales and Rentals**

**Recommendation:**

**This report is submitted for the approval of the Executive Committee and the Board of Directors.**

**It is recommended that the CNEA enter into an agreement with Procon Developments Ltd. for the 2004 CNE, with an option to renew for 2005, for the provision of Tent Structures and Covers, for an amount not to exceed \$90,000.00.**

**Background:**

Pursuant to the CNEA by-laws, all expenses in excess of CAD \$50,000 but less than \$100,000 are to be approved by the Executive Committee and reported to the Board for information.

Pursuant to the by-laws, agreements whose terms exceed 1 year also require approval of the Board of Governors.

**Discussions:**

In the spring of 2004 a RFQ was issued through the City of Toronto Purchasing Department for the provision of rental Tent Structures and Covers. Five companies were invited to bid and four responses were received.

Procon Developments Ltd. O/A All Shelter Sales and Rentals was the lowest acceptable bidder that met all of the requirements of the RFQ. This firm has supplied rental tents and covers to the CNE for a number of years. The firm is exceptionally efficient in erecting these tents and covers and the product provided is always in excellent condition. The level of service and product provided is always of the highest caliber.

**Conclusion:**

This report recommends entering into an agreement with Procon Developments Ltd. O/A All Shelter Sales and Rentals for the provision of rental tents and covers for the 2004 CNE, with an option to renew for 2005. The 2004 agreement not to exceed \$90,000.00 net of GST.

Respectfully submitted,

David Bednar  
General Manager

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