



Dear Julie,

Re: Board of Directors of TO Live

The Chair requests to submit the following items for the agenda of TO Live Board Meeting on September 26, 2019.

Summary: The board concluded they wished to enter into a new RFP process regarding the potential restaurant site at Meridian Hall given the lack of response to the initial RFP.

The Chair recommends that the Board of Directors of TO Live:

1. Cancel the Request for Proposals for the "Hospitality Organization to Occupy Space within the Sony Centre".
2. Direct the President and Chief Executive Officer to develop a new Request for Proposals for a potential hospitality organisation in Meridian Hall in consultation with the City's Corporate Real Estate Management and:
 - a. establish a project team consisting of staff from TO Live and City Corporate Real Estate Management and Economic Development and Culture, and other City Divisions as deemed appropriate, to manage the RFP process;
 - b. engage a process advisor and a fairness consultant to oversee the RFP process;
 - c. create a data room with key details and documents to be made accessible to potential bidders;
 - d. report back to the Board on proposed terms of reference prior to the issuing of any Request for Proposals.

May I request this be an in camera item due to its confidential matter.

Kind Regards,


Robert J Foster