

Message

From: Ed Houghton [/O=TOC/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=EHOUGHTON]
Sent: 9/25/2011 3:18:29 PM
To: Dean Muncaster [jdmuncaster@rogers.com]; Sandra Cooper [scooper@collingwood.ca]; David McFadden [david.mcfadden@gowlings.com]; Doug Garbutt [REDACTED]; Rick Lloyd [rlloyd@collingwood.ca]; Kim Wingrove [kwingrove@collingwood.ca]; Tim Fryer [tfryer@collus.com]; Pam Hogg [phogg@collus.com]
Subject: Fw: Draft Request for Proposal

Ladies & Gentlemen:

Please find attached the draft RFP that will be discussed on Wednesday.

Regards.....Ed

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 Sent from Blackberry Mobile Device

**From:** Herhalt, John M [mailto:jherhalt@kpmg.ca]  
**Sent:** Sunday, September 25, 2011 12:24 PM  
**To:** Ed Houghton  
**Subject:** Draft Request for Proposal

Hi Ed

Attached is a draft of the request for proposal. You will see that it has several places that requires the input of you and the committee which I have left with an underscore blank.

It was longer at one point but I have cut it back thinking that it needs to be as concise as possible and not too prescriptive if we want their creativity. Let me know what you and the committee think – we can always add more.

Please make sure I have the scope and response requirements captured sufficiently. Also, I have used terms and conditions that I have seen and used in the past but you and the town may have some you prefer to use.

I will still get you a draft engagement letter before the weekend is over

Regards

John

P.S. It is pretty plain in format at this stage but we can jazz that up with Collus and Collingwood backgrounds etc.

<<Collus Power Request for Proposals.pptx>>

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