



April 29, 2013

Finance & Administration Committee  
c/o The City of London  
300 Dufferin Ave  
London, ON

Re: Expenditure Above Market Threshold

Our Board of Directors has approved the purchase of a new sweeper that sweeps both the underground parking at City hall and the Square and underground at Covent Garden Market. The expenditure is expected to be approx. \$37,000 plus HST. This replaces an original sweeper purchase in 1993 that has over 30,000 hours of service. It is no longer foreseeable to continue to repair it.

As required under our operating rules, any purchase or expenditure above \$10,000 must be approved by the city first. We therefore request approval to proceed.

The Board of Covent Garden Market and I thank you for your consideration.

Yours truly

A handwritten signature in blue ink that reads "Robert T. Usher". The signature is written in a cursive style with a horizontal line underneath the name.

Robert T. (Bob) Usher  
General Manager  
Covent Garden Market