

File No.: 04-1000-20-2023-703

January 4, 2024

s.22(1)

Dear s.22(1)

Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request of November 8, 2023 under the ***Freedom of Information and Protection of Privacy Act*** for:

Record of invoices and payments, including amounts, for events relating to the "City Support for Mass Participation Bike Rides" item in the March 14, 2018 Standing Committee on City Finance and Services meeting agenda (<https://council.vancouver.ca/20180314/cfsc20180314ag.htm>).

All responsive records are attached. Some information in the records has been severed (blacked out) under s.22(1) of the Act. You can read or download this section here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2023-703); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

[Signed by Cobi Falconer]

Cobi Falconer, MAS, MLIS, CIPP/C
Director, Access to Information & Privacy
cobi.falconer@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4

If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Alternatively, you can call the FOI Case Manager at 604-871-6584.

Encl. (Response package)

:pm

2018 Hub Payments (Mass Participation Bike Rides)

Date	Invoice	Amount	Paid By
10-May-18	Cash Sponsorship Disbursement - COV for Bike the Night 2018	\$ 15,000.00	Film and Special Events
20-Dec-18	Cycling Bike the Night 2018	\$ 43,881.79	Film and Special Events
18-Aug-23	Our Cityride 2018	\$ 31,658.73	Film and Special Events
Total:		\$ 90,540.52	



Your Cycling Connection

INVOICE

604.558.2002
info@bikehub.ca
bikehub.ca



2018-42

Date: 10-May-18

To: The City of Vancouver
453 West 12th Avenue
Suite 800, 666 Burrard Street
Vancouver, BC V6C 2X8

Attn: Sandi Swanigan, Film and Special Events
sandi.swanigan@vancouver.ca

Re: **Cash Sponsorship Disbursement – City of Vancouver for Bike The Night 2018**

Cash Sponsorship Disbursement – City of Vancouver for Bike The Night 2018

15,000

GST

(GST Number: 874010119RT0001)

Total Payable \$ 15,000.00

*See section 2.9.1
for authorization*

Payment due upon receipt of invoice. Cheques payable to HUB Cycling.

After 30 days, a late payment fee of 5% may be charged.

To pay by credit card please call the office at 604-558-2002 between business hours 10am and 4pm Monday to Thursday. A 3.5% fee will be applied.

Please contact admin@bikehub.ca for any accounting questions.

Thank you for your payment and your support of HUB Cycling

B1 - 343 Railway St, Vancouver, B.C. V6A 1A4

*AP invoice:
process for
"code and approve" to Margaret Wittgens
Re: Sandi Swanigan*

*old (58)
code to:
GL 531360
CC 30410*

SPONSORSHIP AGREEMENT

THIS AGREEMENT is dated the 09 day of 05, 2018 (the "Effective Date")

BETWEEN:

CITY OF VANCOUVER, a municipal corporation continued under the *Vancouver Charter* with an office at 453 West 12th Avenue, Vancouver, British Columbia, V5Y 1V4

(the "City")

AND:

HUB CYCLING, a society formed under the laws of the Province of British Columbia with an office at 1-828 West 8th, Vancouver, British Columbia V5Z 1E3

(the "Recipient")

WITNESSES THAT WHEREAS:

- A. The Recipient is a society that organizes a mass participation public bike ride event in Vancouver, B.C. (the "Event") named "Bike The Night";
- B. The City supports health, fitness, and active transportation and wishes to sponsor the Event;
- C. On March 14, 2018 Vancouver City Council approved sponsorship to the Recipient to defray the costs the Recipient will incur to organize and run the Event; and
- D. The City and the Recipient wish to provide arrangements for and set out the terms and conditions that will govern the contribution of the Sponsorship Fee (defined below) and the Value-In-Kind Contribution (defined below).

NOW THEREFORE, the Parties agree as follows:

- 1. **Definitions.** The following definitions apply to this Agreement:
 - (a) "Agreement" means this Sponsorship Agreement;
 - (b) "City Personnel" means any and all of the officers, employees, agents, and elected and appointed officials of the City or the City of Vancouver's Board of Parks and Recreation;

- (c) **"Effective Date"** has the meaning given on the first page of this Agreement;
- (d) **"Event"** has the meaning given in Recital A to this Agreement;
- (e) **"Event of Default"** has the meaning set out in Section 5(a);
- (f) **"Official Mark"** or **"OM"** means the City of Vancouver logo, which is attached as Schedule A to this Agreement;
- (g) **"OM Licence"** means the rights granted to the Recipient under this Agreement for the use of the Official Mark;
- (h) **"OM Licence Term"** means the period from the Effective Date until either the termination of this Agreement pursuant to Section 5 or the end of the Event, whichever occurs first;
- (i) **"Sponsorship Fee"** means the funds set out in Section 2(a) that the City will transfer to the Recipient subject to the terms and conditions stated in this Agreement; and
- (j) **"Value-In-Kind Contribution"** has the meaning given to that term in Section 2(a).

2. Sponsorship.

- (a) Subject to the Recipient satisfying the conditions set out in this Agreement, including but not limited to Section 2(c), and the limitations set out in this Section 2(a), the City will contribute to the Recipient:
 - (i) a monetary sponsorship fee of up to \$15,000 (the **"Sponsorship Fee"**), which the Recipient will, in its sole discretion, use to defray costs that the Recipient incurs to organize and run the Event; and
 - (ii) a non-monetary, value-in-kind contribution of up to \$65,000 (the **"Value-In-Kind Contribution"**) of City-rendered services and funds to pay for third party-rendered services.

For clarity, the City and the Recipient acknowledge and agree that the Value-In-Kind Contribution will only be used for engineering or related pre-approved Vancouver Park Board services, including event permits, meter hooding, traffic signage, bike stands, water supply, and traffic control equipment such as barricades and delineators, and the traffic control services of the Vancouver Police Department. The City will determine, account for, and pay the total cost of the aforementioned engineering and traffic control services. If the total cost of the aforementioned engineering and traffic control services is less than \$65,000, then the City will send a cheque to the Recipient for the difference between that total cost and \$65,000 upon receiving an invoice or invoices from third parties to the Supplier for traffic management plan creation, professional

traffic management plan installation and removal, professional traffic management personnel, route management services, bike valet services, technical and route support supplies and services, water for ride participants, or resident and business notification mail costs associated with organizing and running the Event. The Recipient acknowledges and agrees that the City's total sponsorship contribution to the Event will be \$80,000, which is the total financial worth of the Sponsorship Fee and the Value-In-Kind Contribution.

- (b) Notwithstanding any other provision of this Agreement or oral or written communication between the City and the Recipient, the Recipient acknowledges and agrees that the Sponsorship Fee is the maximum that the City will transfer to the Recipient in respect of the Event and in no circumstances will the City be obligated to provide any amounts of money other than the Sponsorship Fee.
- (c) The City and the Recipient acknowledge and agree that the City will transfer the Recipient the Sponsorship Fee within 14 days of the receipt by the City of evidence, to the satisfaction of the City in its sole discretion, of the following:
 - (i) that the Recipient has applied to the relevant City department for the permits required to carry out the Event;
 - (ii) that, through the standard event approval process, the City has reviewed the Event plan and granted conditional approval to the Recipient to carry out the Event;
 - (iii) that the Recipient's budget for the Event is comprehensive and contains appropriate contingencies;
 - (iv) that the Event's sponsorship and funding acquisition plan can be realistically realized; and
 - (v) of the insurance of the Event to the satisfaction of the City.

3. Covenants of Recipient.

The Recipient covenants and agrees with the City as follows:

- (a) *Use of the Sponsorship Fee.*
 - (i) The Recipient will use the Sponsorship Fee to defray certain costs the Recipient incurs to organize and run the Event in accordance with the terms and conditions of this Agreement,
 - (ii) The Recipient may not transfer the Sponsorship Fee or any part of the Sponsorship Fee to a third party.

- (iii) The Recipient will return any portion of the Sponsorship Fee not used in accordance with this Agreement to the City upon written request from the City to the Recipient.

(b) *Accounting and Records.*

The Recipient will keep, or cause to be kept, accurate records pertaining to the Event and the use of the Sponsorship Fee, such records to be to the satisfaction of the City. At the request of the City, from time to time, the Recipient will make, or cause to be made, such records available for inspection and copying by the City. The City will comply with any statutory obligations the Recipient has with respect to privacy of such information.

(c) *Exclusivity*

The Recipient will not accept sponsorship for the Event from any municipality other than the City

(d) *Sponsorship Benefits*

The Recipient will ensure that the City's sponsorship is recognized through inclusion of the City's logo on event posters; in a minimum of two Bike the Night e-newsletters; on print advertising; and on the event website main page. The Recipient will also recognize the City in no less than five social media posts. The Recipient will invite, but not obligate, City staff and/or elected officials to speak at the media launch event and the pre-event outdoor celebration. The Recipient will permit the City to activate a space of a size at the City's discretion at the outdoor pre-event celebration and permit the City to install up to 4 additional large banners at the site's start location.

(e) *General.*

- (i) The Recipient will obtain all necessary licences, permits, and approvals required for the Event by applicable legislation, regulations, and bylaws.
- (ii) The Recipient will provide fifty paid entries to the Event to the City no less than seven days before the Event for the City to disburse at its sole discretion.
- (iii) No later than sixty days after the Event, the Recipient will deliver a written report, in a format determined by the City, to the City detailing all of the relevant details of the Event, including but not limited to planning, programming, participant demographics and exit surveys, and economic impact.

- (iv) The Recipient will not make any public announcements or publish any advertisements that mention the City's involvement with or sponsorship of the Event without the prior written consent of the City.
- (v) The Recipient will comply with the requirements of Schedule B to this Agreement.

4. Representations and Warranties. The Recipient represents and warrants to and covenants and agrees with the City as follows:

- (a) The Recipient has the full and complete power, authority, and capacity to enter into, execute, and deliver this Agreement.
- (b) This Agreement will be fully and completely binding upon the Recipient in accordance with its terms and the Recipient will perform all of its obligations under this Agreement in accordance with its terms.
- (c) The foregoing representations, warranties, covenants, and agreement will have force and effect notwithstanding any knowledge on the part of the City whether actual or constructive concerning the status of the Recipient with regard to any matter whatsoever.

5. Default, Refund of the Sponsorship Fee, and Termination.

- (a) Each of the following will constitute an "Event of Default":
 - (i) if the Recipient has provided false or misleading information in any communication with the City;
 - (ii) if the Recipient uses the Sponsorship Fee or any portion of the Sponsorship Fee for purpose other than for defraying the costs the Recipient incurs to organize and run the Event;
 - (iii) if the Recipient secures a sponsorship or publicly aligns itself with an entity that the City deems, in the City's sole discretion, to be inappropriate;
 - (iv) if, prior to the Event, Tracy Wilkins or Laura Jane cease their work with the Recipient, the Recipient does not immediately hire a consultant who is satisfactory to the City in the City's sole discretion to take over all of their Event-related duties;
 - (v) if, in the sole discretion of the City, prior to the Event the nature or details of the Event or the registration fee to partake in the Event substantially change;
 - (vi) if the Recipient is unable, in the reasonable opinion of the City, to complete the Event; or

- (v) if Recipient breaches any term or condition of this Agreement.
- (b) Effective upon notice of the occurrence of an Event of Default delivered by the City to the Recipient, the Recipient shall immediately repay the Sponsorship Fee to the City.
- (c) The City may terminate this Agreement at any time without cause by providing the Recipient with ten days' written notice. If the City terminates this Agreement pursuant to this Section 5(c), the Recipient will not be required to repay the City the Sponsorship Fee, but the City will not be required to provide the Recipient with the Value-In-Kind Contribution. For clarity, if the City terminates this Agreement pursuant to this Section 5(c), the OM Licence will terminate concurrently with this Agreement.

6. General.

- (a) *Amendments.* Any changes to the terms of this Agreement must be in writing and signed by both parties.
- (b) *Assignment.* No party will assign or transfer all or any part of this Agreement, or all or any of its rights under this Agreement, without the written consent of the other party, not to be unreasonably withheld.
- (c) *Compliance with Laws.* Each party will comply with all applicable laws, regulations, and order in performing its obligations and exercising its rights under this Agreement.
- (d) *Counterparts.* This Agreement may be executed in counterparts and each executed counterpart will be considered an original, and all executed counterparts together will constitute this Agreement. A signed copy of this Agreement may be delivered by email, fax, or other electronic transmission.
- (e) *Enurement.* This Agreement enures to the benefit of and is binding upon the parties and their respective successors and permitted assigns.
- (f) *Further Assurances.* Each party shall execute such further and other documents and instruments and do such further and other acts as may be necessary to implement and carry out the provisions and intent of this Agreement.
- (g) *Governing Law.* This Agreement will be governed by, and construed in accordance with, the laws of the Province of British Columbia and the laws of Canada applicable therein. Each of the parties agree to bring any action arising out of or related to this Agreement in a court of British Columbia and the parties hereby submit to the exclusive jurisdiction of the courts of British Columbia and any courts competent to hear appeals therefrom.
- (h) *Interest on Arrears.* Whenever any amount(s) of money owing under this Agreement by the Recipient to the City are not paid when payable, such

amount(s) will be considered to be in arrears and will bear interest at the rate of five percent (5%) above the Prime Rate per annum, calculated and compounded monthly not in advance, from the date payable until paid in full together with all such accrued interest.

- (i) *No Partnership.* Nothing in this Agreement makes any a party the partner, joint venture, agent, trustee, employee, or legal representative of the other party. Neither party has the authority to, and will not purport to, enter into any contracts on behalf of the other party or to bind or otherwise purport to act on behalf of the other party.
- (j) *Release and Indemnity.* The Recipient hereby releases, and agrees to indemnify and save harmless, the City and the City Personnel for and from any cost, claim, demand, complaint, judgment, or order for any Losses suffered, incurred or experienced by any person or entity, including, without limitation, the Recipient, the City, and the City Personnel in connection with, that arises out of, or that would not have been incurred but for this Agreement. This indemnity will survive the termination of this Agreement.
- (k) *Severability.* The invalidity of any paragraph of this Agreement will not affect any other paragraph of this Agreement, but this Agreement will be construed as if such invalid paragraph were omitted.
- (l) *Time of the Essence.* Time is of the essence in this Agreement.
- (m) *Vancouver Charter.* Nothing contained or implied herein will derogate from the obligations of the Recipient under any other agreement with the City or, if the City so elects, prejudice or affect the City's rights, powers, duties, or obligations in the exercise of its functions pursuant to the *Vancouver Charter* and the rights, powers, duties, and obligations of the City under all public and private statutes, by-laws, orders, and regulations, which may be, if the City so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the Recipient and the City.
- (n) *Waiver.* The Recipient acknowledges and agrees that no failure on the part of the City to exercise and no delay in exercising any right under this Agreement will operate as a waiver thereof nor will any single or partial exercise by the City of any right under this Agreement preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided will be cumulative and not exclusive of any other remedies provided by law and all remedies stipulated for the City herein will be deemed to be in addition to and not, except as herein expressly stated, restrictive of the remedies of the City at law or in equity.
- (o) *Notices.* Any notice, approval, or request required or permitted to be given under this Agreement will be in writing and may be given by delivering such notice, approval, or request to a representative of the party for whom it is

intended or by mailing such notice, approval, or request by prepaid registered mail from any post office in British Columbia and:

(i) in the case of the City, addressed to the address given on the first page of this Agreement with attention to the City Clerk and Sandi Swanigan; and

(ii) in the case of the Recipient, addressed to the address given on the first page of this Agreement with attention to Tracy Wilkins or at such other address as the parties may from time to time advise by notice in writing. Any such notice, approval or request will be deemed to have been received on the date of delivery of such notice, approval or request or, on the third business day next following the date of such mailing if mailed, provided that, if mailed, should there be, between mailing and the actual receipt of such notice, approval or request, a mail strike, slowdown or other labour dispute which might affect the delivery of such notice, approval or request, such notice, approval or request will only be effective if actually delivered.

[Balance of page Intentionally blank.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective authorized signatories as of the date first written above.

CITY OF VANCOUVER

by its authorized signatory:

Name and Title: Jerry Dobrovoly, Chief Engineer/General Manager of Engineering Services

Name and Title: Francie Connell, Director of Legal Services

HUB CYCLING

by its authorized signatories:



Name and Title: Laura Jane, Acting Executive Director

SCHEDULE A



SCHEDULE B

RECIPIENT'S USE OF OFFICIAL MARK

OFFICIAL MARK

1. The City hereby grants to the Recipient, and the Recipient accepts, a royalty-free, non-exclusive, limited licence to use the Official Mark in connection with the Event, to disclose and promote the City's participation in the Event under this and in accordance with this Agreement.
2. The OM Licence will be effective during the OM Licence Term, unless terminated earlier pursuant to the provisions of this Agreement.
3. Except as expressly provided in this Agreement, the Recipient may not sublicense or assign the OM Licence, or otherwise grant any rights to use the Official Mark to any third party, and any such sublicense, assignment or grant without the prior written consent of the City will be null and void. The Recipient may request the City to grant it the right to sublicense to a wholly owned subsidiary, and the City will consider in good faith whether to consent to such sublicense, and the appropriateness of its terms, based on the relevant circumstances of the sublicense and the nature of the proposed sublicensee.

OWNERSHIP

4. Notwithstanding anything else in this Agreement, the Official Mark is and will remain the exclusive property of the City and all use thereof by the Recipient will enure exclusively to the benefit of the City. No rights, title or interest in or to the Official Mark is granted, nor will such rights to title or interest transfer at any time to the Recipient, other than a limited right to use the Official Mark pursuant to the terms of this Agreement.
5. The Recipient will not contest the validity, ownership or title to the Official Mark or any public notice thereof given by the Registrar of Trade-Mark, or the City's right to restrict or restrain the use of the Official Mark in any manner consistent with this Agreement.
6. The Recipient will not apply for or register any type of proprietary or other statutory rights for the Official Mark, or any trade-mark, corporate name, business name or trade name confusingly similar to the Official Mark.
7. The City will have the right to immediately remove from this Agreement the Official Mark if required by any legal process or proceedings, or the terms of settlement therefore. Upon receipt of notice from the City of such removal, the OM Licence will no longer include, and the Recipient will promptly cease all use of, such mark or Mark.

MANNER OF USE

8. The Recipient will use the Official Mark only in accordance with the standards and guidelines established or approved by the City in writing from time to time, which approval will not be unreasonably withheld. The Recipient will use the Official Mark without any other accompanying words or symbols unless it has received the prior written approval of the City. The Recipient will not vary the previously authorized manner of use

or presentation of the Official Mark without obtaining the prior written consent of the City.

9. The Recipient will, in advance of their use, provide to the City for its review and approval, in accordance with the Approval Protocol, as set out below:

- (a) samples of all of the Recipient's sales, marketing, advertising and promotional materials and products which contain the Official Mark; and
- (b) particulars of proposed media programs, web sites, interviews, and other marketing and advertising campaigns, in which reference to the Official Mark will, or will likely, be made,

to determine if they meet the standards and guidelines established or approved by the City.

The City is not obligated to provide constant supervision or monitoring of the Recipient's sales, marketing, advertising or promotional activities.

10. The Recipient will have the right under the OM Licence to allow third party consultants and advertising agencies, marketing companies and similar organizations to use the Official Mark to prepare or assist in the preparation of the Recipient's sales, marketing, advertising and promotional materials and products, media programs, web sites, interviews, and other marketing and advertising campaigns, to the extent permitted under this Agreement, but for no other reason or purpose. All such third parties and their activities when using or dealing with the Official Mark must be supervised and controlled by the Recipient. All responsibility and liability for such third parties' unauthorized use of or wrongful acts respecting the Official Mark will be assumed fully by the Recipient.

11. The Recipient will use the Official Mark in compliance with all applicable laws, regulations and government requirements.

12. All use of the Official Mark by the Recipient will be accompanied by a notice indicating their official status and ownership by the City, in such form as required by the City.

13. The Recipient will not use during the OM Licence Term, for any purpose or in any way, any other trade-marks, brand names or other entertainment or exhibition identifiers so resembling the Official Mark, in the City's reasonable opinion, as to be likely to cause confusion or deception.

14. The OM Licence, and any City approvals given pursuant to this Agreement regarding any of the Recipient's sales, marketing, advertising and promotional materials and products, media programs, web sites, interviews, or other marketing and advertising campaigns, address and apply only with respect to the Official Mark.

TERMINATION

15. The City may at its option terminate the OM Licence Term immediately upon:

- (a) the Recipient's breach of any of the provisions of this Agreement and failure to cure such breach within seven days after written notice thereof by the City;
- (b) commencement of any action, claim or proceeding by the Recipient or any of its affiliates, contesting the validity or public notice of the Official Mark, or their ownership by the City; or
- (c) the Recipient ceasing to use the Official Mark.

16. Upon termination of this Agreement, the Recipient will promptly discontinue all use of the Official Mark, and thereafter never resume use of the Official Mark or any confusingly similar Mark and variations thereof, whether as part of a corporate, business or trade name or trade-mark.

UNAUTHORIZED USE

17. The Recipient will notify the City of any unauthorized use of the Official Mark by any person which it becomes aware of, and of any lawsuit or legal proceeding that is threatened or instituted by any person concerning the use of the Official Mark by the Recipient.
18. The Recipient will not communicate with any unauthorized user or infringer of the Official Mark without obtaining the prior written approval of the City. The City will have the exclusive right to institute legal proceedings against all unauthorized users and infringers of the Official Mark, including settlement thereof. The Recipient will have no right or claim to the proceeds of any such lawsuits or settlements. The City will have the sole right to determine whether or not to commence any legal proceedings against unauthorized users and infringers, and failure to commence any legal proceeding will not impose any liability upon the City or affect the Recipient's obligations under this Agreement. The Recipient will upon the request of the City, and at the City's expense, provide reasonable assistance to the City in the investigation of, and any legal proceedings related to, any such unauthorized use or infringement.

APPROVAL PROTOCOL

Proposed Materials

19. In each and every case, prior to making use hereunder of the Official Mark, the Recipient will submit in writing to the City, for its prior explicit written approval, an illustration of the use proposed (the "Proposed Materials").
20. In the event that the submission of samples of the Proposed Materials in form as they will be used is unduly burdensome or impracticable for the Recipient, it will provide the City with full photographic representations adequately depicting such Proposed Materials for the City's prior written approval. If the nature of the Proposed Materials is not reasonably suitable to be clearly depicted by photographic representations, then the Recipient will provide the City with representations of the Proposed Materials in a more appropriate alternate media and format, and using technology, which are acceptable to the City.
21. If the Recipient's request for approval of the Proposed Materials is not responded to by the City within three business days after the City has received the samples, or photographic or alternative media representations of the Proposed Materials from the Recipient, it may provide written notice to the City of such non-response. If the City still does not provide its decision to such proposed use within a further three business days following receipt of the Recipient's written notice of non-response, then approval will be

deemed to have been given for the Proposed Materials, as depicted by the submitted samples or photographic or alternative media representations.

22. The City reserves the right to withdraw for good cause any approval previously given for Proposed Materials, provided that if the Recipient is not in breach of this Agreement or the Sponsorship Agreement, then such withdrawal will not affect use of the Recipient's then existing supply of approved Proposed Materials, or otherwise cause the Recipient to lose the primary benefit of advertising and promotional campaigns for which the Recipient has incurred significant expenses.

Campaigns

23. The Recipient will submit to the City, for its prior written approval, full details of the nature, scope, timing and location of its proposed media programs, web sites, interviews, and other marketing and advertising campaigns, in which reference to the Official Mark will, or will likely, be made (collectively and individually the "Proposed Campaigns"), as soon as they become known before their proposed use. Representative samples of any Proposed Materials not previously approved which are part of the Proposed Campaigns will also be provided in accordance with the above procedure.
24. If the Recipient's request for approval of the Proposed Campaigns (including their Proposed Materials) is not responded to by the City within three business days after the City has received full details of the Proposed Campaigns (including their Proposed Materials) from the Recipient, it may provide written notice to the City of such non-response. If the City still does not provide its decision to such proposed use within a further three business days following receipt of the Recipient's written notice of non-response, then approval will be deemed to have been given for the Proposed Campaigns (including their Proposed Materials) as submitted.
25. The City reserves the right to withdraw for good cause any approval previously given for the Proposed Campaigns (including their Proposed Materials), provided that if the Recipient is not in breach of this Agreement or the Sponsorship Agreement, then such withdrawal will not affect the Proposed Campaigns which are then committed in the media, or otherwise cause the Recipient to lose the primary benefit of advertising and promotional campaigns for which the Sponsor has incurred significant expenses.

Finality of Decisions

26. The City's decisions concerning approvals of, or directions for, the Recipient's proposed or current use or manner of use, of the Official Mark in the Proposed Campaigns and Proposed Materials, are subject to its sole discretion and will be final.

INVOICE



604.558.2002
info@bikehub.ca
bikehub.ca

Date: Thursday, December 20, 2018

Invoice 18-110

To: The City of Vancouver

Attn: Rick Clark, Film and Special Events
rick.clark@vancouver.ca

Re: **HUB Cycling Bike the Night 2018**

Event Costs:

1. LaneSafe: Traffic Management - \$6,222.04
2. Valley Traffic Systems: Traffic Management - \$15,336.56
3. Valley Traffic Systems: Plan - \$472.50
4. Valley Traffic Systems: Plan - \$1307.25
5. Eric Chene: Route Specialist Consultant - \$4,200
6. Kent MacWilliam: Course Marshall - \$150
7. RunVan: Route Equipment - \$438.90
8. Whites LES: Tents, Megaphones - \$665.98
9. Paladin: Security - \$330.75
10. Binners Project: Recycling Services - \$615
11. Odessey: Medical - \$334.69
12. Go Wireless: Radios - \$448
13. Modo Car Share: Route Vehicles/Transportation - \$399.88 (\$91.18+\$308.70)
14. Moduloc: Fencing - \$1645.85
15. Doug Okero: Route Advisor - \$210
16. Sound and Lights: Stage/Power Start Line and Safety Announcements - \$1295
17. West park: Lot Rental - \$7350
18. Pitstop: Portable Toilets - \$1454.45
19. UPS: Notification Letters - \$78.40
20. Patrick Stark: Notification Posters and Distribution - \$531.30
21. Dan Print: Notification Letters - \$99.13
22. Dan Print: Notification Letters - \$142.34
23. Dan Print: Route Signage - \$37.53
24. Facebook: Route Information - \$78.71

SubTotal	\$43,881.79
GST	\$0
(GST Number: 874010119RT0001)	

Total Payable	\$43,881.79
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Payment due upon receipt of invoice. Cheques payable to **HUB Cycling**.

Thank you for your payment and support of HUB Cycling



Your Cycling Connection



CORPORATE SERVICES GROUP
Financial Services
Accounting Services
GST #R121361042

September 26, 2018

OUR CITYRIDE VANCOUVER

s.22(1)

Dear Sir/Madam,

RE: OUR CITYRIDE 2018 - AUG 18, 2018 SPECIAL EVENT
Order 20071536 Customer# 339100 Budget# 30410 JV# 1003033845

Please find listed below the statement of charges for the above event.

Traffic Operations	\$	3,855.18	
Electrical Operations	\$	61.28	
Parks Operations (Asphalt - cold patch)	\$	1,009.63	
Sanitation Operations	\$	97.75	
15% Supervision/Admin.	\$	753.57	
1 Special Event Permit	\$	100.00	
Police			
- Our City Ride Aug 18/18 9Ta 54Hrs @ \$58.54/Hr -	\$	3,161.16 *	
- Our City Ride Aug 18/18 33C 125.5Hrs @ \$130.18/Hr -	\$	16,337.59 *	
- Our City Ride Aug 18/18 2C 7.5Hrs @ \$130.18/Hr -	\$	976.35 *	
- Our City Ride Aug 18/18 2C 17Hrs @ \$130.18/Hr -	\$	2,213.06 *	
Less: Spc Event Fest Offset On Above (Up To Max \$2,000)	\$	(2,000.00)	
Special Event Application Fee	\$	100.00	
Park Permit 50859 Aug17/18	\$	3,675.00 *	
*G.S.T.	\$	1,318.16	\$ 31,658.73
Less:			
Deposit Rec'd			\$ -
Balance Due			<u>\$ 31,658.73</u>

If you have further questions, please call the Films & Special Events Office at (604) 257-8850 or email - film.office@vancouver.ca.

Yours truly,

Karen Bautista
Accounts Receivable - City of Vancouver
Email: ARCentral@vancouver.ca

cc: Films & Special Events Office