

## PURCHASE ORDER

## BON DE COMMANDE

**CBC**  **Radio-Canada**

 Canadian Broadcasting Corporation  
 Société Radio-Canada
**475388**

17-12-2014 Page 1/ 1

**Vendor / Fournisseur**
 CLOSEREACH LTD  
 3147 KLONDIKE RD W  
 NORTH GOWER ON K0A 2T0

186845

 \*\*Send your invoice by email to:  
**invoicemanagement@cbc.ca**  
 \*\*Envoyez votre facture par courriel à :  
**gestionfactures@radio-canada.ca**
**Ordering Address / Adr. commande**
 CLOSEREACH LTD  
 3147 KLONDIKE RD W  
 NORTH GOWER ON K0A 2T0

PO number must appear on all invoices

Le numéro de bon de commande doit figurer sur toutes les factures

 Vendor no. / No. fournisseur 186845  
 Contact / Responsable KEVIN O'ROURKE
**Bill to / Facturer à**
 CBC/Radio-Canada-Accounts Payable/Comptes créditeurs  
 PO Box 3921  
 Ottawa ON K1Y 4M5  
 Canada  
 Phone: 1-866-999-7888, option #3  
 Inquiries email: **npc@cbc.ca**  
 Courriel pour informations: **cnp@radio-canada.ca**
**Ship To / Livrer à**
 Canadian Broadcasting Corporation  
 205 Wellington St. West  
 Toronto ON M5V 3G7
**Contact / Ressource**
 Alicia Guilmette  
 Our fax / Notre télécopieur  
 Email/Courriel Alicia.Guilmette@cbc.ca  
 Reference / Référence
**Tel. / Télé.**
 416 205-3200  
 416 205-6127  
 45249168

| LI | QTY/QTÉ | UNIT. | DESCRIPTION | DELIVERY DATE<br>DATE DE<br>LIVRAISON | UNIT PRICE<br>PRIX UNITAIRE | TOTAL PRICE<br>PRIX TOTAL |
|----|---------|-------|-------------|---------------------------------------|-----------------------------|---------------------------|
|----|---------|-------|-------------|---------------------------------------|-----------------------------|---------------------------|

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|     |          |   |            |
|-----|----------|---|------------|
| 010 | 1        | Research Services                             | 19-12-2014 |
|     |          | The above item covers the following services: |            |
|     | 1.000 EA | Research Services                             |            |

Sub Total / Sous total CAD

 Total  
 GST-TPS / HST-TVH

Total with taxes

To ensure prompt payment, please submit your invoice to the National Payment Centre at the address shown above and clearly indicate the Purchase Order number.

Afin d'éviter des délais de paiement, veuillez svp soumettre votre facture au Centre national des paiements à l'adresse ci-haut mentionnée, en prenant soin de bien indiquer le numéro du bon de commande.

**TOTAL**

**AUTHORIZED SIGNATURE / SIGNATURE AUTORISÉE**

# CLOSEREACH

December 12, 2014

RE: CBC Radio Listeners - 'Q' Study 2014

Thank you very much for the opportunity to provide data collection and analysis services for the proposed Radio Listeners - 'Q' study.

CloseReach offers high quality, quantitative data collection and data processing services at competitive rates. Our clients depend on us to work with them to help achieve their research goals, thus enabling them to focus on their part of the research process. We work quickly and efficiently to deliver a consistent, high quality outcome.

Our results are among the fastest, most accurate, and most useful in the industry – we plan, execute and monitor the whole process with the utmost care. Principals are involved with every project from the first day to the last.

Our survey expertise includes:

- Consumer Studies
- Business-to-Business Research
- Executive Research
- Customer/Employee Satisfaction Studies
- Political Polling/Overnight Tracking

A key feature in our philosophy is our Partnership Approach – We believe in total client engagement. We view our clients as partners for whom we are committed to helping achieve the successes for which they are striving. Throughout the project and beyond, our team will always be available to answer any requests that you may have.

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**CloseReach Ltd.**  
3147 Klondike Road West  
Ottawa, ON K0A 2T0

**www.closereach.ca**  
t: 613-794-8809  
f: 888-484-7142

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# CLOSEREACH

## INVOICE

16-Dec-14

CBC/Radio-Canada-Accounts Payable  
PO Box 3921  
Ottawa, ON  
K1Y 4M5

Attn: Alicia Guilmette

Invoice#: 1318  
Terms: Net 45  
CR Project#: 490

Identification:  
Purchase Order 475388  
Reference 45249168

| Consultant/Services               | PerDiem Rate<br>or Unit Cost | Quantity | Days<br>Worked | Fees |
|-----------------------------------|------------------------------|----------|----------------|------|
| Research Services (line Item 010) |                              | 1.00     |                |      |
| Subtotal                          |                              |          |                |      |
| GST/HST (84909 1541 RT0001)       |                              |          |                |      |
| <b>TOTAL</b>                      |                              |          |                |      |
| G: GST@ 5%                        |                              |          |                |      |
| H: HST@ 13%                       |                              |          |                |      |

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t: 613-794-8809  
f: 888-484-7142



Murray MacMillan <murray.macmillan@cbc.ca>

**Fwd: banners**

1 message

**Rodney Millington** <rodney.millington@cbc.ca>  
To: MURRAY MACMILLAN <murray.macmillan@cbc.ca>

27 April 2015 at 11:25

FYI.. In studio + road banners..



**Rodney Millington**  
Operations Manager, Media Operations and Technology  
Radio Network Talk  
Local : 416-205-6702  
Mobile: 416-460-8446  
www.cbc.ca/radio

----- Forwarded message -----

From:  
Date: Mon, Apr 27, 2015 at 11:23 AM  
Subject: banners  
To: Rodney Millington <rodney.millington@cbc.ca>

Hi Rodney,

Here is the billing summary on this:

| Month: April 2015 (P0119) |                  |              |       |     |       |            |                |
|---------------------------|------------------|--------------|-------|-----|-------|------------|----------------|
| INV                       | DESC             | CENTRE       | AMOUN | GST | Total | DATE       | CUSTOMER NAME  |
| 36758                     | Q Rebrand Panels | 606132330001 |       |     |       | 15/04/2014 | Steve Johnston |

-

Thanks

Novitex Enterprise Solutions  
205 Wellington Street West | Toronto, ON M5V 3G7  
O: 416.205.2031 | M: 416.779.2031 | F: 416.205.2915 | www.novitex.com



Innovative Excellence

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**Re: Q Budget**

1 message

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**Cindy Witten** <cindy.witten@cbc.ca>  
To: Jennifer Grant <jennifer.grant@cbc.ca>  
Cc: Linda Groen <linda.groen@cbc.ca>, Jamie Purdon <jamie.purdon@cbc.ca>

Wed, Dec 17, 2014 at 4:58 PM

Thanks very much for this jenn

On Dec 17, 2014, at 3:26 PM, Jennifer Grant <jennifer.grant@cbc.ca> wrote:

Hi,

Sorry for the delayed response, Jamie and I are still working on the budget. My gut says that with the Reserve release earlier this year, a higher than expected release for The savings, we can self-fund the relaunch.

Thanks,  
Jenn

On 15 December 2014 at 07:58, Cindy Witten <cindy.witten@cbc.ca> wrote:

Hi...i know you are looking at the Q budget....thank you for that...

Jamie thinks we need roughly to relaunch Q. This is a very rough figure and i know you are refining...but can you tell me how much of this we would need from the reserve? Thanks! Cw

---

**Re: Studio q Refurbishment update**

1 message

**Rodney Millington** <rodney.millington@cbc.ca>

Tue, Apr 14, 2015 at 10:35 AM

To: Jamie Purdon &lt;jamie.purdon@cbc.ca&gt;, Lynda Shorten &lt;lynda.shorten@cbc.ca&gt;, Catherine Gregory &lt;catherine.gregory@cbc.ca&gt;, CINDY WITTEN &lt;cindy.witten@cbc.ca&gt;

Just one more thing to add.. The new lights and console were all installed this past weekend.

R

CBC  Radio-Canada**Rodney Millington**

Operations Manager, Media Operations and Technology

Radio Network Talk

**Local** : 416-205-6702**Mobile**: 416-460-8446[www.cbc.ca/radio](http://www.cbc.ca/radio)

On Tue, Apr 14, 2015 at 10:33 AM, Rodney Millington &lt;rodney.millington@cbc.ca&gt; wrote:

Hi Folks.

I thought I would send you a quick update on the progress of the studio and send you a list of the changes we have made or are about to make this week. So far we are on schedule and should have the studio completed by this coming Friday. I am trying my best to avoid working this weekend since Alain and the Qtv folks will need Sunday to prepare for Monday's Gould show.

Here is a list of changes we will be making.

- Host table Replaced :  
Resurfaced standard Oval shaped table. **Installed**
- Strategically replaced some fabric wall coverings with textured panels. These panels will be grey and will be front lit. Fabric walls will be accentuated with lighter grey fabric.
- Moveable sound baffles will be painted in some primary and secondary approved q colours. Fabric will be grey. Textured panels will be added on the back.
- Increased lighting around band and host table areas. Upgraded the lighting console ( donated by HNIC) to accommodate the additional lights. Colour pallet switched to new q colours
- Carpet will be replaced. Grey and white.
- Back line will include : Piano ( opened with LED lights inside) Drums and Amps. All lit and will be a permanent fixture in the background.
- Hanging incandescent lights over band area. This may not be in place for Tuesday's first show. We are still in the process of making sure this works visually for Qtv.
- Neon q studio sign in q colours behind the band.
- New colourful q banners

30/04/2015

CBC Radio-Canada Mail - Re: Studio q Refurbishment update

I'll send along some pics as we go.

Alain, Steve, Carolyn, Brian and Sean have all been a huge part of the redesign. Their contribution has been huge.

Let me know if you have any questions.

Rodney

**CBC**  **Radio-Canada**

**Rodney Millington**

Operations Manager, Media Operations and Technology

Radio Network Talk

**Local** : 416-205-6702

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[www.cbc.ca/radio](http://www.cbc.ca/radio)



30/04/2015

CBC Radio-Canada Mail - Re: Studio Q refurbishment



Lynda Shorten <lynda.shorten@cbc.ca>

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## Re: Studio Q refurbishment

1 message

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**Rodney Millington** <rodney.millington@cbc.ca>

Tue, Feb 3, 2015 at 11:48 AM

To: Jennifer Grant <jennifer.grant@cbc.ca>

Cc: Jamie Purdon <jamie.purdon@cbc.ca>, Lynda Shorten <lynda.shorten@cbc.ca>

Merci.. For your books Jenn..



**Rodney Millington**

Operations Manager, Media Operations and Technology

Radio Network Talk

**Local** : 416-205-6702

**Mobile**: 416-460-8446

[www.cbc.ca/radio](http://www.cbc.ca/radio)

On Tue, Feb 3, 2015 at 11:38 AM, Jennifer Grant <jennifer.grant@cbc.ca> wrote:

6061320-31322    Q Studio Refurbishment

—

Jennifer Grant

Business Manager

CBC Radio & Audio, Network Talk

Direct: (+1) 416.205.5967

Fax: (+1) 416.205.2371

E: [jennifer.grant@cbc.ca](mailto:jennifer.grant@cbc.ca)

On 3 February 2015 at 11:35, Rodney Millington <rodney.millington@cbc.ca> wrote:

Hi Folks,

We are about to hire our contractors to start the studio refurbishment. Can someone let me know what budget number to use?

Thanks

R



**Rodney Millington**

Operations Manager, Media Operations and Technology

Radio Network Talk

**Local** : 416-205-6702

**Mobile**: 416-460-8446

[www.cbc.ca/radio](http://www.cbc.ca/radio)

Re: Fwd: Assets we'd need for new Q host's start (April 20)

**Subject:** Re: Fwd: Assets we'd need for new Q host's start (April 20)  
**From:** TRACEY WILLIAMS <tracey.williams@cbc.ca>  
**Date:** 11/03/2015 7:33 AM  
**To:** JENNIFER HASKETT <jennifer.haskett@cbc.ca>  
**CC:** MUNRO CULLEN <munro.cullen@cbc.ca>, Lynne Walters <lynne.walters@cbc.ca>

Thanks Jenn. He's here all day but has some interviews. He'll be here tomorrow doing some media. Will touch base as more info comes in. Oy.

On Mar 11, 2015 7:27 AM, "JENNIFER HASKETT" <jennifer.haskett@cbc.ca> wrote:

Thanks for this update, Tracey. No yelling, promise.

Lynne and I will review the schedule and address the April 6th deadline. As for shoot, please confirm if we have access to Shad (now that it's out!) for the entire day and if we need to piggy back any PR onto this shoot (stills, etc).

As for promos, Sebastian is back in today and I will have he and Munro speak about creative.

I will book a regroup meeting to review the shoot and walk the team through the the new q.

Thanks,  
Jenn

----- Forwarded message -----

**From:** TRACEY WILLIAMS <tracey.williams@cbc.ca>  
**Date:** Tue, Mar 10, 2015 at 1:19 PM  
**Subject:** Assets we'd need for new Q host's start (April 20)  
**To:** JENNIFER HASKETT <jennifer.haskett@cbc.ca>

I realize these are crazy tight deadlines, but it's what we're stuck with:

Photo shoot - we need to do this by end of fiscal - is the week of March 23rd possible?! (I have from the radio budget set aside for this/could kick in some from my communications budget)

TV promo - if it could begin running the week of April 6 that would be great; otherwise the week of April 13 (one week before he starts)

Digital banners - flexible timewise

Re: Fwd: Assets we'd need for new Q host's start (April 20)

Feel free to yell at me. Or ask any questions you may have...

Tracey Williams  
**Communications & Marketing Manager**  
**CBC Radio One / CBC Books**  
205 Wellington Street W.  
Toronto, ON | M5V 3G7  
Phone: [416-205-3697](tel:416-205-3697)

--

Jennifer Haskett,  
Production Manager  
**CBC // Communications, Marketing & Brand**  
205 Wellington Street West  
Toronto, ON M5V 3G7  
c [416-848-9492](tel:416-848-9492)  
[Jennifer.Haskett@cbc.ca](mailto:Jennifer.Haskett@cbc.ca)

*The contents of this email are strictly confidential. If you are not the intended recipient, please contact the sender and permanently destroy this message. Thank you.*

01/05/2015

CBC Radio-Canada Mail - Fwd: CBC Branding

CBC  Radio-Canada

Chuck Thompson <chuck.thompson@cbc.ca>

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## Fwd: CBC Branding

1 message

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Chuck Thompson <chuck.thompson@cbc.ca>  
To: Bill Chambers <bill.chambers@cbc.ca>

Sat, Jan 24, 2015 at 8:29 AM

Hi Bill,  
Just checking in to see if you're paying for this out of your budget?  
Chuck

----- Forwarded message -----

From: "ANDRE TURCOTTE" <andre.turcotte@cbc.ca>  
Date: Jan 24, 2015 6:35 AM  
Subject: CBC Branding  
To: "Chuck Thompson" <chuck.thompson@cbc.ca>, "BONNIE BROWNLEE" <bonnie.brownlee@cbc.ca>  
Cc:

Chuck and Bonnie,

Attached is the proposed questionnaire for the CBC Branding project.

Let me know about changes, edits etc.

Once approved, we should go ahead and establish the baseline

At this point, the first wave would be Feb 13 - Results on the 14th.

As discussed, the costs are:

The baseline would cost

Best way to organize this may be that we (Research/Bonnie) pay the baseline and first wave - subsequent waves billed to?

Thanks.

Andre.



Q - CBC Brand Tracking.docx  
13K

**Pages 13 to / à 14  
are withheld pursuant to sections  
sont retenues en vertu des articles**

**18(b), 21(1)(b), 68.1**

**of the Access to Information Act  
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