

Re: PROPOSED LEASE OF SPACE IN THE WEST BUILDING TO THE PROVINCIAL
MINISTRY OF HEALTH - HOME CARE

Council adopted the following recommendation on October 25, 1976:

"THAT Council endorse the action taken by staff in integrating four V.O.N. staff into the Burnaby Health Department and in continuing the existing arrangement of accommodating all Home Care Program staff in the Municipal Hall-West Building on the basis that all costs associated with the Home Care Program be borne by the Provincial Department of Health, effective 1 October 1976."

The matter of establishing a fair and reasonable rental for space allocated to Home Care Nurses in the West Building has been the subject of on-going negotiations with the Provincial Government for several months. The terms and conditions of the settlement that have resulted from these negotiations are contained in the attached "Offer to Lease" form which has been received from the Property Services Branch of the Provincial Department of Public Works.

The Land Agent in a letter dated April 7, 1977 to the Department of Public Works extended the following offer:

"Home Care Section

| | | |
|----------------|-----------------|-------------|
| Office space | 901 square feet | |
| Storage | 160 square feet | |
| Base rental | 901 square feet | \$ 7.7500 |
| Storage | 160 x \$2.13 | .3782 |
| | 901 | |
| Parking | 2 x \$20 x 12 | .5327 |
| | 901 | |
| Partitioning | | nil |
| Electricity | | .4300 |
| | | 9.0909 |
| Round-off | | 9.00 |
| Annual rental | | |
| | 901 square feet | \$ 8,109.00 |
| Monthly rental | | \$ 675.75" |

It will be noted that agreement has been reached on the monthly rental of \$675.75 as stated in the Land Agent's offer and the "Offer to Lease" form.

Of significant importance is the fact that the final settlement is based on the rental rate that has been established for the West Building, i.e. the current rate for the West Building as reflected by market conditions such as rentals that are charged for space in nearby office buildings.

Of further significance is the stipulation making provision for inflation in maintenance and operating costs. This will be done in the form of an adjustment payment as calculated on December 31st of each year or at the date of termination, whichever is applicable.

RECOMMENDATION:

1. THAT the Municipality's signing officers be authorized to execute the subject "Offer to Lease" form which provides for the rental of space for Home Care Nurses in the West Building.

* * * * *

XX/We THE CORPORATION OF THE DISTRICT OF (hereinaft. called the "Lessor" insert correct legal name) of (Address) Municipal Hall, Gilpin Street, Burnaby, B.C. hereby offer to lease to Her Majesty the Queen in Right of the Province of British Columbia (hereinafter called the "Lessee") 1,038 *sq. ft. of Office & Basement Storage space in the building at West Building, Gilpin St., Burnaby. legally described as

an overall at a rate of \$ 7.81 per sq. ft. per annum.

The lease will be for a term of 3 years, commencing October 1 19 76 or when the space is ready for occupancy, whichever is the later, and terminating Sept. 30 19 79 and will include a renewal option for a further 3 years on the same terms and conditions with a rental rate to be agreed upon. The monthly rental of \$ 675.75 is payable in advance on the first day of each and every month during the term of the lease.

The Lessor agrees to the standard short form lease agreement attached.

The rental rate quoted will include those items checked below:

| | Yes | No | | Yes | No |
|------------------|-----|----|-----------------------------------|-----|----|
| Heat | X | | Snow removal | X | |
| Light & power | X | | Landscape maintenance | X | |
| Janitor service | X | | Light bulbs & fixture maintenance | X | |
| Janitor supplies | X | | Other services :- | X | |
| Garbage removal | X | | 2 Parking Stalls | | |
| Air conditioning | X | | | | |

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If property tax or other escalation clauses to be included specify here:

Escalation clause to affect structural maintenance and all annual outgoings identified above.

Base year 1976 Total area of building 22,500

The rate quoted will include finished space as follows:

Floor covering As is Ceiling As is
Wall finish As is Lighting As is

Partitioning as shown on attached sketch plan (to be signed by Lessor).

* This area may be subject to amendment and will be determined in accordance with the definition of rentable area approved by the Building Owners and Managers Association International, and the stated rate per square foot will be applicable.

This Offer does not constitute an intent on the part of the Government to enter into a lease until accepted, and shall be open for acceptance until May 1 19 77 after which, if not accepted it shall be null and void.

DATED THIS day of 19

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF

Lessor's Signature Seal

For Departmental Use

To: Manager, Property Services, Victoria Date

I have inspected the above premises and having considered the alternatives, I recommend that a lease be entered into as set out herein.

Negotiated by Recommended Senior Property Agent.

Approved on behalf of client department by: