

REGION OF OTTAWA-CARLETON  
RÉGION D'OTTAWA-CARLETON

REPORT  
RAPPORT

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Our File/N/Réf. (12) 09-98-50035-000  
 Your File/V/Réf.

DATE 28 September 1998

TO/DEST. Co-ordinator  
 Corporate Services and Economic Development Committee

FROM/EXP. Planning and Development Approvals Commissioner

SUBJECT/OBJET **LEASE PROPOSAL, 170 LAURIER AVENUE, OTTAWA**

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### **DEPARTMENTAL RECOMMENDATION**

**That the Corporate Services and Economic Development Committee and Council approve the lease for 9,985 sq.ft. of office space at 170 Laurier Avenue, to accommodate the transfer of Family Benefit Assistance clients to the Region of Ottawa-Carleton, with Glenview Corporation for five years from January 1, 1999 to December 31, 2003, at an annual cost of \$192,511 plus GST, and initial fit-up of \$25,000.**

### **BACKGROUND**

Regional Council at its July 8<sup>th</sup>, 1998 meeting authorized the acquisition of required lease space at 170 Laurier Avenue, subject to final approval of the lease by Corporate Services and Economic Development Committee and Regional Council. The space requirements are as a result of the transfer of Family Benefit Assistance (FBA) clients to the Region of Ottawa-Carleton Social Services. This report deals with the lease proposal for office space at 170 Laurier Avenue.

### **LEASE PROPOSAL**

The proposed five year lease is for 9,985 sq.ft. of office space located on the 8<sup>th</sup> and 9<sup>th</sup> floors of 170 Laurier Avenue.

The base rent is \$ 7.25/sq.ft. with operating costs of \$ 12.03/sq.ft. The annual rent will be \$192,511 or \$16,043 per month. The lease will include a renewal option for an additional five year term.

Minor fit-up work is required at an estimated cost of \$ 25,000. The landlord will be responsible for completing this work and will be reimbursed by the Region. The work is to be completed by the landlord in accordance with the terms of the lease agreement.

#### PUBLIC CONSULTATION

As this is an internal administrative matter only, public consultation on this lease was not considered necessary.

#### EXPENDITURE JUSTIFICATION

Since the premises are already configured for social services delivery, minor fit-up work is required. With respect to rent, an independent and staff lease survey were completed within the central downtown area. This information confirms that the lease proposal of \$ 7.25/sq.ft. plus operating costs represents market rates.

#### FINANCIAL STATEMENT

Rent has been provided for in the 1999 Budget estimates under accommodation costs and the fit-up costs will be funded through the operating budget.

*Approved by  
Nick Tunnacliffe, RPP, MCIP                      Oct 5, 1998*

#### FINANCE DEPARTMENT COMMENT

Funds are provided in the 1999 draft estimates.  
Subject to Council approval.

*Approved by T. Fedec  
on behalf of the Finance Commissioner*