

STATE OF MONTANA STANDARD LEASE CONTRACT

1. PARTIES

This lease #6454 is entered into this 3rd day of April, 2007, by and between the Montana Department of Corrections, located at 1539 11th Avenue, Helena, Montana 59620, hereinafter referred to as "DEPARTMENT" and John S. & Esther Cote, located at 53 West Granite, Butte, Montana 59701, hereinafter referred to as "CONTRACTOR".

2. PURPOSE OF LEASE

DEPARTMENT has a need to lease premises in Butte, Montana for the purpose of conducting DEPARTMENT business. CONTRACTOR has premises available for lease in Butte, Montana suitable for stated purpose. CONTRACTOR and DEPARTMENT therefore agree as follows:

3. PREMISES DESCRIPTION

The area of space being leased consists of 4,000 square feet and includes the right to use common areas within the leased premise. The premises are located at 53 West Granite Street, in Butte, Montana.

4. TERM OF LEASE

The term of this lease shall be ten (10) years, beginning upon actual occupancy of the building (occupancy is expected to occur on or about July 1, 2007) by DEPARTMENT and expiring on June 30, 2017, unless earlier terminated as provided in Sections 14, 20 or 22 of this lease.

The occupancy date is scheduled for July 1, 2007. In the event the property is not completed for occupancy, the date of actual occupancy by the agency will be the Amended origination date as further detailed in an Amendment and Supplement to Lease upon Occupancy. The termination date shall be amended to reflect a date 10 years from actual occupancy date.

5. CONSIDERATION

The annual amount of rent DEPARTMENT shall pay to CONTRACTOR during the 1st year (full 12-month period) is **\$37,560.00 - payable in equal monthly installments of \$3,130.00**. This reflects a rate of \$9.39 per square foot, per year. On July 1, 2008 and July 1, 2009, the annual amount of rent paid to CONTRACTOR shall increase by three percent (3%). **On July 1, 2010, the annual rate per square foot shall increase to \$13.75, paid monthly.** Beginning July 1, 2011, and annually thereafter during the term of this lease, the annual amount paid to CONTRACTOR shall increase by three percent (3%) and shall be paid monthly.

DEPARTMENT shall make monthly lease payments without the need for a separate invoice from CONTRACTOR. The lease payments are due on the first business day of the month. CONTRACTOR may, by written election, request that monthly lease payments be made by electronic funds transfer. Such an election shall remain in force until cancelled by CONTRACTOR with 30 day's advance written notice to DEPARTMENT.

6. RENEWAL OPTION

DEPARTMENT shall retain the option to negotiate renewal of this lease [upon its expiration] for an additional period of time, not to exceed 6 total years, with the same terms and provisions as

contained in this lease. DEPARTMENT shall notify CONTRACTOR of their intent to renew this lease at least thirty (30) days prior to the expiration of the original term of this lease.

All lease renewals are subject to prior approval by the Department of Administration as provided in section 26.

7. UTILITIES AND SERVICES

CONTRACTOR shall furnish and pay all utilities, **including water, gas, electricity, heat, grounds maintenance, building maintenance, garbage removal, sewer use charges and weed and pest control.**

CONTRACTOR is responsible for providing janitorial services as listed in Attachment "A", at CONTRACTOR'S expense.

The Contractor shall re-key all access doors and provide adequate keys for the space at Contractor expense prior to occupancy. After occupancy, the Department shall be responsible for lost keys or re-keying and any special security key system or electronic surveillance equipment that may be required by Department.

DEPARTMENT shall be responsible for providing and connecting the wiring for data and telecommunications and CONTRACTOR shall provide the conduit and boxes for said data and telecommunications.

8. PARKING SPACE

As part of the lease agreement, CONTRACTOR agrees to provide DEPARTMENT with a minimum of fifteen (15) parking spaces at no additional charge or cost to DEPARTMENT. In addition, CONTRACTOR shall provide the requisite number of handicapped spaces in compliance with the Americans with Disabilities Act.

9. PARKING AREA AND SIDEWALK MAINTENANCE

CONTRACTOR agrees to keep the parking area and sidewalks in good repair and to remove snow, ice, sand, gravel and debris from the parking area and sidewalks in a timely fashion.

10. NOTICE PROTOCOL

Any notice or demand required or permitted to be given under this lease must be in writing. Written notice shall be deemed given when hand delivered, or when mailed by first class mail, postage prepaid, to the addresses specified in this section.

CONTRACTOR'S address for purpose of receiving demand or notice is Newland and Company, 2900 Lexington Street, PO Box 3006, Butte, MT 59601.

CONTRACTOR'S representative for purposes under this lease is John Burns and his telephone number is (406) 494-4957.

DEPARTMENT'S address for the purpose of receiving notice is Montana Department of Corrections, 1539 11th Avenue, Helena, Montana 59620.

DEPARTMENT'S representative for purposes under this lease is Bernie Driscoll and his telephone number is (406) 444-3052.

If either party changes its address or contact person, it must notify the other party in writing at the address provided in this section.

11. QUIET ENJOYMENT

DEPARTMENT has the right to quiet and peaceful enjoyment and utilization of the leased premises for the term of this lease upon paying the rents as provided and upon DEPARTMENT adherence to performance conditions set forth by and in this lease.

12. INSPECTION

DEPARTMENT shall permit upon prior notice, CONTRACTOR or its agent to enter into and upon the premises at all reasonable times to maintain or inspect the building in which the leased premises are located or to make repairs, alterations or additions to any portion of the building, including, but not limited to, the installation and maintenance of scaffolding, canopies, fences, or props as may be needed.

13. MAINTENANCE OF PREMISES

CONTRACTOR shall, at its own cost and expense, keep and maintain in good working order and repair during the term of this lease or any extension thereof, the exterior of the premises including the roof, the interior, all fixtures in the building except those owned by DEPARTMENT, and all plumbing, heating, ventilation, air conditioning, window treatments/blinds and electrical circuits. CONTRACTOR, at its own cost and expense shall be responsible for the replacement of light bulbs, fluorescent tubes and other lighting elements and shall do so within seven (7) working days after notification.

DEPARTMENT shall notify CONTRACTOR in writing immediately of any damage or need for repair. CONTRACTOR shall make or cause to be made the necessary repairs as soon as possible after receiving notice. DEPARTMENT shall be financially responsible only in cases of damages resulting from DEPARTMENT'S negligence or that of its employees.

Should CONTRACTOR fail to make or begin to make necessary repairs within thirty (30) days after U.S. Postal Service postmark of written notification of damages by DEPARTMENT to CONTRACTOR, DEPARTMENT may then make necessary repairs at CONTRACTOR'S expense at the lowest reasonable cost.

An itemized statement of repairs made by DEPARTMENT under this section, including receipt verification of labor and materials may be tendered in lieu of full or partial payment of rent due for the succeeding months until the cost of the work performed is fully credited against rent due under this lease.

14. CASUALTY OR FIRE DAMAGE

In the event the leased premises becomes twenty-five percent (25%) or more destroyed or made uninhabitable, or if the premises are condemned by a proper authority, this lease may be terminated by DEPARTMENT.

If the premises are less than twenty-five percent (25%) destroyed or made uninhabitable, the rent shall be reduced by the proportion the premises have been rendered uninhabitable or declared unsafe.

If the premises are not restored, or cannot be restored, and returned to proper condition for use and occupancy within thirty (30) days of the casualty, then either CONTRACTOR or DEPARTMENT may terminate this lease on ten (10) days written notice to the other party.

Upon written notice of termination under this section, CONTRACTOR shall refund any unearned rent paid by DEPARTMENT, and DEPARTMENT shall have no further obligation to

CONTRACTOR under this lease. CONTRACTOR shall continue to insure the premises until DEPARTMENT'S personal property is removed from the premises. DEPARTMENT shall have thirty (30) days after termination of this lease to remove its property from the premises.

15. ALTERATIONS TO PREMISES

DEPARTMENT agrees to make no alteration to the premises without the prior written consent of CONTRACTOR.

16. SIGNS

At DEPARTMENT'S expense, CONTRACTOR shall provide and install, on the exterior of the premises, a suitable sign or signs to advertise DEPARTMENT'S presence in and on the premises.

17. HOLD HARMLESS AND INDEMNIFICATION CLAUSE

CONTRACTOR agrees to protect, defend, and save DEPARTMENT, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, arising in favor of CONTRACTOR'S employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions of CONTRACTOR and/or its agents, employees, representatives, assigns and subcontractors under this lease.

18. INSURANCE SPECIFICATIONS

a. Property

At its sole cost and expense, CONTRACTOR shall keep the building and all other improvements on the premises insured throughout the term of the agreement against the following hazards:

- Loss or damage by fire and such other risks (not including earthquake damage) in an amount sufficient to permit such insurance to be written at all times on a replacement costs basis. This may be insured against by attachment of standard form extended coverage endorsement to fire insurance policies.
- Loss or damage from leakage or sprinkler systems now or hereafter installed in any building on the premises.
- Loss or damage by explosion of steam boilers, pressure vessels, and oil or gasoline storage tanks, or similar apparatus now or hereafter installed in a building or buildings on the premises.

b. General Liability

- General Liability: CONTRACTOR shall purchase Occurrence coverage with combined single limits of \$1 million per occurrence/\$2 million aggregate per year for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project/location or the general aggregate limit shall be twice the required occurrence limit. This insurance must be from an insurer licensed to do business in Montana or a domiciliary state and with a Bests rating of no less than A-. CONTRACTOR must provide 30 days written notice to DEPARTMENT of any material

change in coverage including cancellation and that DEPARTMENT reserves the right to request copies of CONTRACTOR'S insurance coverage at any time.

CONTRACTOR'S insurance coverage shall be primary insurance as respects DEPARTMENT, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by DEPARTMENT, its officers, officials, employees, or volunteers shall be excess of CONTRACTOR'S insurance and shall not contribute with it.

19. COMPLIANCE WITH LOCAL, STATE, AND FEDERAL LAWS

CONTRACTOR must comply with all applicable local, state, and federal law. This includes, but is not limited to, the Montana Human Rights Act, the Civil Rights Act of 1964, the Age discrimination Act of 1975, the Americans with Disabilities Act of 1990, PL 101-336, Section 504 of Rehabilitation Act of 1973 and **18-5-401, MCA et seq. concerning the Blind Enterprise Program's vending facility rules.**

CONTRACTOR agrees to conform to all rules and regulations adopted under the Montana Safety Act and the Act itself. CONTRACTOR further agrees to comply with the ordinances and laws of the City of Butte, and the State of Montana, affecting the use of the premises and to assume all legal responsibility for any charges or damages for non-observance.

CONTRACTOR agrees to provide the Department of Administration, the Legislative Auditor, the Legislative Fiscal Analyst, or their authorized agents access to any records concerning this lease.

CONTRACTOR agrees to create and retain all records supporting the services rendered or goods delivered for a period of three years after either the completion date of this lease or the conclusion of any claim, litigation or exception relating to this lease taken by the state of Montana or a third party.

CONTRACTOR warrants that the space is ADA accessible and compliant.

20. ENVIRONMENTAL HAZARDS

CONTRACTOR hereby represents and warrants that no leak, spill, release, discharge, emission or disposal of hazardous or toxic substances has occurred on the leased premises to date and that the soil and groundwater on or under the leased premises are free of toxic or hazardous substances as of the date that the term of this lease commences.

CONTRACTOR represents and warrants that the leased space shall be free of all asbestos containing materials, except undamaged vinyl asbestos floor tile in the space or undamaged boiler or pipe insulation outside the space. Radon levels in the demised premises shall not equal or exceed the Environmental Protection Agency (EPA) action level for homes or 4 Pico curies per liter (PCI/L).

If at any time, DEPARTMENT determines that the demised premises poses a significant environmental hazard to its employees, this lease may be terminated with a minimum of thirty (30) days written notice.

21. HOLDOVER TENANCY

In the event DEPARTMENT holds the premises beyond the terms of this lease, in the absence of a written agreement to the contrary, it shall be deemed a month-to-month tenancy subject to all terms and conditions of this lease. This holdover tenancy may be terminated at any time by either CONTRACTOR or DEPARTMENT by means of a 30-day written notice delivered prior to the beginning of the final month.

22. TERMINATION

CONTRACTOR acknowledges, understands, and agrees that DEPARTMENT, as a state agency, is dependent upon state and federal appropriations for its funding. In the event state or federal government funds available for this purpose are reduced, DEPARTMENT may cancel this lease by giving thirty (30) days written notice to CONTRACTOR.

DEPARTMENT shall not be liable to CONTRACTOR for any amount which would have been payable had the lease not been terminated under this provision. DEPARTMENT shall be liable to CONTRACTOR only for the amount owed to CONTRACTOR up to the date DEPARTMENT vacates the premises.

If either party to this lease defaults in the performance of any term or condition of this lease, the other party may give the defaulting party notice of the default, which notice shall specify the action required to correct the default and a period of time of not less than (30) days within which to correct the default. If the default is not corrected within the time specified in the notice, the party not in default may terminate this lease without further obligation under this lease, other than obligations incurred or accrued to the date of termination.

At the expiration or termination of this lease or any extension of it, DEPARTMENT will vacate and surrender the premises to CONTRACTOR in as good condition and repair as when it took possession, reasonable wear and tear excepted. All property and fixtures placed in the premises by DEPARTMENT or owned by the State of Montana may be removed by DEPARTMENT within thirty days of termination.

23. SEVERABILITY

It is understood and agreed by the parties hereto that if any term or provision of this lease is held to be illegal, void or in conflict with any Montana law, the validity of the remaining terms and conditions shall not be affected. The rights and obligations of the parties shall be construed and enforced as if this lease did not contain the particular term, condition, or provision held to be invalid.

24. VENUE AND INTERPRETATION

CONTRACTOR and DEPARTMENT agree that this lease shall be governed and interpreted according to the laws of the State of Montana. In the event of a dispute arising over this lease, the proper venue for the hearing of the case is the District Court of the First Judicial District of the State of Montana, in and for the County of Lewis and Clark.

25. SUCCESSORS

All rights and liabilities herein given to or imposed upon both parties shall extend to, be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

26. LEASE APPROVAL

This entire lease, in addition to any change, alteration, or renewal thereof, addendum, amendment, or letter of understanding, is subject to prior approval by the Department of Administration.

27. ENTIRE LEASE

This agreement consisting of eight (8) pages, sections 1 through 29 and the attached Janitorial Specifications, contains the entire agreement between CONTRACTOR and DEPARTMENT. Any agreement hereafter made shall not be effective to modify this lease unless it is in writing and signed

by both parties and the Department of Administration.

28. SUBLEASE

DEPARTMENT shall have the right to sublet the premises to a Sublessee, with the consent of CONTRACTOR, which consent shall not be unreasonably withheld.

29. SMOKE FREE ENVIRONMENT

CONTRACTOR shall make the portions of the building occupied by state agencies smoke-free. "Smoke" means smoke from a lighted cigar, cigarette, or pipe or any other lighted tobacco product as defined in MCA 50-40-202.

IN WITNESS HEREOF, all parties have entered into and executed this lease:

CONTRACTOR (S)

By: John S. Cote 6-6-07
John S. Cote Date

By: Esther M. Cote 6-6-07
Esther Cote Date

DEPARTMENT

By: Pam Bunke 4-9-07
Pam Bunke, Administrator Date
Adult Community Corrections Division

PRIOR APPROVAL BY THE DEPARTMENT OF ADMINISTRATION

By: Garett M. Bacon April 3, 2007
Garett Bacon, Leasing Officer Date
Department of Administration

THIS LEASE HAS BEEN APPROVED FOR LEGAL CONTENT BY THE DEPARTMENT OF ADMINISTRATION'S LEGAL COUNSEL.

ATTACHMENT "A"
JANITORIAL SPECIFICATIONS

All janitorial work, equipment and supplies necessary to accomplish the duties described will be furnished by CONTRACTOR.

1. The janitorial supply list includes but is not limited to:
 - a. Hand towels and toilet tissue;
 - b. Restroom hand soap for dispensers;
 - c. Trash can liners; and
 - d. Entrance or walk-off mats.

2. Daily Requirements:
 - a. Floor sweeping and damp mopping all tiled areas.
 - b. Clean and sanitize plumbing fixtures, and toilet rooms (sinks, showers, toilets, mirrors, etc.)
 - c. Vacuum carpet, using industrial type vacuum cleaner with a power head in entrance area and hallways.
 - d. Remove all trash from building.
 - e. Cleaning supplies: re-stock toilet tissue, towels, soap, etc. in restrooms.

3. Weekly Requirements:
 - a. Complete dusting of all offices.
 - b. Vacuum all areas of carpeting.
 - c. Clean interior glass by each doorway.

4. Semi-annual Requirements:
 - a. Glass Cleaning - all external windows and window dressings (shades, curtains, blinds) leased by DEPARTMENT (October and May).
 - b. Carpet Cleaning - all carpeted areas in space leased by DEPARTMENT shall be cleaned using professional process carpet cleaning equipment.
 - c. Clean all light fixtures.