



*Ethics ~ Excellence ~ Value ~ Teamwork*

Wednesday, September 9th, 2016

**VIA FAX (250) 590-1871 and VIA COURIER**

City of Victoria  
1 Centennial Square,  
Victoria BC V8W 1P6

**Attention: Brian Sikstrom**

**Re: (TDM measures) bus passes / extra bike storage / in- building showers / on-site transportation**

**Legal Address: 584 John St, Victoria BC V8T 1T6**

We write further to our discussions, site inspections and meetings pursuant to which you were notified of additional TDM measures. Furthermore the TDM measures are bus passes / extra bike storage that exceeds City of Victoria requirements / in- building showers for those biking to work / on-site transportation for staff who don't bring cars needing to visit remote job sites. To the same degree, several items suggested are inline with our business practices and will continue to be moving forward with our new location.

In accordance with transport demand measures, Michael Arneja. Elects to provide staff with buss passes, a couple vans, ride share, as well as bike racks (14). To the same degree, we plan to use very industrial interior finishes and minimal kitchen/fashions/accessories that would be typical for offices.

Please accept this letter as greater certainty as to the implementation of the Transport demand measures.

The Disaster Restoration Company (Griffin Restoration Services Inc.) has been operating in Victoria B.C. for 5 years. Currently we are located at 587 H Bay St with similar TDM practices in place. We will occupy the entire building we plan to build on 584 John St.

For clarity, Griffin Restoration Services Inc. will provide the above noted Transportation demand measures and has completed a parking demand report for your review/consideration from Adept Transportation Solutions dated December 31, 2015

Yours truly,

**Griffin Restoration Services Inc.,**

Michael Arneja, BA

/la