

## MEMORANDUM

**TO:**       **Real Estate & Transportation Committee**  
              Commissioner Don Selvage, Chairman  
              Commissioner Keith Merritt  
              Commissioner Justin Troller

**FROM:**     City Attorney's Office

**DATE:**     October 21, 2013

**RE:**        Lease Agreement with Effortless IT, LLC

Attached hereto for your consideration is a proposed Lease Agreement with Effortless IT, LLC (Effortless IT) for office space within the S&S Facility located on the south side of the Airport, comprising a total of 3,072 square feet on the third floor.

Effortless IT has been providing professional IT support for businesses in and around Lakeland, Florida since 2009. Effortless IT provides its clients with services ranging from providing servers and network infrastructure, computers, workstations/mobile devices, as well as end-to-end solutions for all of its clients' technology needs. Pursuant to this Lease Agreement, Effortless IT is seeking increased office space in furtherance of its IT business.

The term of this Lease Agreement is for a period of three (3) years and two (2) and one half (1/2) months, effective upon approval by the City Commission, and includes two (2) additional three (3) year options of renewal upon mutual written agreement of the parties. Pursuant to the Lease Agreement, the annual rent, commencing January 1, 2014, shall be \$36,864 during the initial term of the Lease (\$12.00 per square foot for office space). Any renewal options would be subject to negotiation between the parties to reflect the then current market rates of similarly sized lease space at the Airport.

It is recommended that the appropriate City officials be authorized to execute a formal Lease Agreement with Effortless IT, LLC consistent with the above terms.

RS

enclosure

## LEASE AGREEMENT

**THIS AGREEMENT** made this 16th day of October, by and between the **City of Lakeland**, a Florida municipal corporation (hereinafter referred to as the "**Lessor**"), whose address is 228 S. Massachusetts Avenue, Lakeland, Florida 33801 and **Effortless IT, LLC**, a Florida limited liability company (hereinafter referred to as "**Lessee**"), whose address is 3131 Flightline Drive, Suite 315, Lakeland, Florida 33811.

### **WITNESSETH:**

The parties hereto do hereby mutually covenant, agree and promise as follows:

#### **SECTION 1**

1.1 The Lessor, for and in consideration of the mutual promises, agreements, and covenants herein contained, does hereby lease, let, and rent unto the Lessee for an initial term of three (3) years and two (2) and one half (1/2) months, with two (2) additional three (3) year options of renewal upon mutual written agreement of the parties, commencing on October 16, 2013, (the "**Effective Date**") and terminating on December 31, 2016, a portion of the building known as the "Airside Center", owned and controlled by the Lessor (hereinafter referred to as the "**Premises**"), located in and comprising a part of the Lakeland Linder Regional Airport (hereinafter referred to as the "**Airport**"), as more particularly described in **Exhibit "A"** attached hereto and made a part hereof. Lessee shall occupy a space on the Premises on the third floor, consisting of an office suite as identified on **Exhibit "A"**

## **SECTION 2**

2.1 The Lessee shall pay to the Lessor as rent for the Premises monthly installments, commencing on January 1, 2014, through December 31, 2016 in the amount of Three Thousand Seventy-Two dollars (\$3,072.00), which shall be the "Base Rent". Base Rent for any renewal period commencing on or after January 1, 2017 shall be adjusted in accordance with Section 3.2.

Each monthly rental installment shall be paid, together with sales taxes, pass through expenses, and all other applicable taxes and charges, in advance on or before the first day of each month. Late installments of rent, which shall be any installment received more than fifteen (15) days after the due date, shall bear a late payment charge of five percent (5%) per month of the late installment for any month or any portion of any month until paid.

2.2 Utilities shall include electric, water, wastewater services, storm water, refuse collection, and heating/air conditioning for the Leased Premises and shall be included in the Base Rent provided utility consumption is consistent with usage based on a one (1) shift five (5) to seven (7) day work week Monday through Friday . In the event Lessee substantially increases its business operations or substantially modifies its usage of the Premises resulting in a significant increase in utility costs, Lessor reserves the right to negotiate an increase in the base rent amount consistent with additional costs incurred due to an increase in utility consumption. For purposes of this Lease Agreement the total utility cost is currently approximately \$2.00 per square foot. In the event the parties do not mutually agree to an increase in the Base Rent due to increased utility consumption, Lessor may retain the existing Base Rent during the remaining term of the Lease or terminate the Lease upon ninety (90) days prior written notice to Lessee. In addition,

Lessor reserves the right to charge Lessee a prorated share of any increases for utility costs described in this Section above.

2.3 The Premises are not assessed ad valorem property tax on the Effective Date of this Lease. In the event the Premises become subject to taxation by legislative or judicial action, or a change in policy of the Polk County Tax Assessor's Office, then the Lessee shall pay to Lessor any ad valorem taxes thereafter assessed. The Lessor shall provide proof of the assessment as soon as is practical following receipt of the tax bill which shall then be payable by the Lessee on the date the next rental payment would be due. Subsequent to any such initial assessment, Lessor reserves the right to provide for periodic payments of the tax. Lessor reserves the right to pass through to the Lessee a pro rata portion of ad valorem or other taxes or any other governmental charges or special assessments levied after the Effective Date.

2.4 Lessee shall remit a deposit of one times the monthly rent equal to Three Thousand Seventy-Two dollars (\$3,072.00) to Lessor, due upon execution of the Lease Agreement.

### **SECTION 3**

3.1 In the event Lessee remains in possession of the Leased Premises after the expiration of the tenancy created hereunder, and without the execution of a renewal term or new lease, Lessee, shall be deemed to be occupying the Leased Premises on a month-to-month basis at twice the monthly rental as paid for the last month under the expiring term of the Lease. If both parties are negotiating in good faith to finalize a renewal of the Lease or new Lease Agreement, then the Airport Director, in his sole discretion, may elect to continue to charge the prevailing Lease rates for up to sixty (60) while both parties

negotiate the terms of such a Lease. Thereafter, such tenancy shall be subject to all the other conditions, provisions and obligations of this Lease.

3.2 Prior to each of the renewal options mutually agreed upon in writing by the parties, including the first renewal option commencing January 1, 2017, the monthly Base Rent amounts shall be negotiated between the parties to reflect the current market rates. Market rates shall be determined ninety (90) days prior to each renewal and calculated based on the Base Rents obtained on similar sized spaces at the Airport so as to provide each party an opportunity to agree on any rent adjustment prior to execution of any renewal. Lessee shall have an opportunity to review any market rate data, including other Airport Leases, used to calculate a rent adjustment for purposes of any renewal pursuant to this Lease Agreement.

#### **SECTION 4**

No structure, sign, appurtenance, projection, or modification shall be installed or kept in place by Lessee on the Premises without the prior written approval from the Lessor and any applicable federal, state, county, or other governmental agency.

#### **SECTION 5**

5.1 The Premises, and any improvements thereon, whether in existence or constructed in the future pursuant to the terms and conditions contained herein, shall be used solely for General Administration functions for purposes of this Lease Agreement, and directly related uses, provided such use is permitted by and in accordance with the Airport Minimum Standards, the Airport Layout Plan and Master Plan, and the Airport Rules and Regulations, each as may be amended from time to time. The Premises shall not be used for purposes which may interfere with the operation of aircraft at, from or to the Airport, including without limitation uses that create excessive light, glare, noise, dust,

fumes or electromagnetic interference; uses that interfere with air traffic control line-of-sight visibility; uses that create wildlife attractants; uses that otherwise are detrimental to aviation, the airport facility, other tenants, or the City of Lakeland. Any change in use shall require written approval by the Airport Director.

5.2 No boats, trailers or recreational vehicles may be stored on the premises.

5.3 Auto parking shall be authorized only in those areas designed for the parking of automobiles and shall not be on ramps, taxiways or other areas where aircraft may travel.

5.4 Lessee shall not use the Premises for any other non-aeronautical use, including without limitation any residential use.

5.5 Lessee expressly agrees for itself, its successors and assigns, to restrict the height of structures and objects of natural growth determined by the Federal Aviation Administration to constitute an obstruction or hazard pursuant to 14 C.F.R. Part 77, as the same may be amended from time to time.

5.6 Environmental Matters.

It is the intention of the parties that Lessor shall be responsible for reporting, containing and cleaning up the release or spill of any hazardous substance or material, including any petroleum product, discovered on or emanating from the Premises prior to Lessee occupying said space. Lessee shall be responsible for reporting, containing and cleaning up the release or spill of any hazardous substance or material, including any petroleum product, discovered on or emanating from the Premises on or after the Effective Date of this Lease if due to activities occurring on the Premises after Lessee takes possession.

5.7 To the extent permitted by law and subject to the monetary limitations contained in § 768.28 Florida Statute, the Lessor shall pay, defend, indemnify and save harmless the Lessee, its agents, guests, invitees and employees from all suits, actions, claims, demands, damages, including attorneys fees and costs arising out of any government action or environmental claim brought by a Federal, State or Local agency requiring the remediation of environmental contamination to the extent that any such claims, fines and/or penalties imposed are proven by Lessee to have existed prior to the Effective Date of this Lease, caused by a third party or originated from causes otherwise not attributed to Lessee's activities.

#### **SECTION 6**

The Lessee may not sublet or assign, including corporate mergers and acquisitions, all or any portion of the Premises without the prior written approval of the Lessor. In reviewing a request by the Lessee to sublet or assign all or any portion of the Leased Premises, the Lessor will consider, *inter alia*, the permitted and intended uses of the Leased Premises and the factors used to establish the rent and other fees under Section 2 of this Lease. If the Lessor approves the sublease or assignment of any portion of the Leased Premises, the Lessee shall remain liable for any and all obligations under this Lease, unless the Lessor determines in writing on the basis of evidence presented that the sub-lessee or assignee has the requisite financial capacity, resources and business plan to satisfy any and all obligations hereunder. The requirement to obtain the Lessor's approval applies, without limitation, to any assignment or sublease to or by a trustee or receiver in federal or state bankruptcy, receivership or other insolvency proceeding; and the sale, assignment or transfer of all or substantially all of the Lessee's assets. Use of the

premises by any sub-lessee shall be restricted to the uses as defined in Section 5 of this Lease.

## **SECTION 7**

7.1 Lessee shall pay, defend, indemnify and save harmless the Lessor, its agents, guests, invitees and employees from all suits, actions, claims, demands, damages, losses and other reasonable expenses, including attorney's fees, and costs of every kind and description to which the Lessor, its agents, guests, invitees or employees may be subjected to by reason of injury to persons or death or property damage, resulting from the negligence of the Lessee, its agents, guests, invitees or employees, arising from and/or in connection with this lease or any operations necessary relating to the occupancy, maintenance, repair or improvement by the Lessee of the Premises.

7.2 The Lessee shall defend, indemnify and save harmless the Lessor, its agents, guests, invitees or employees, against any claim or liability, including attorney's fees, arising from or based upon the violation of any federal, state, county or city law, by-law, ordinance, or regulation by such Lessee, its agents, guests, invitees, servants or employees.

7.3 The Lessee covenants and agrees to comply with all provisions of the Insurance Requirements, attached hereto as **Exhibit "B"** and incorporated by reference herein. The amounts of insurance coverage set forth in **Exhibit "B"** are set in accordance with the Lessee's use of the Premises as defined in Section 5 herein. In the event of any change, alteration or expansion of the use of the Premises, the minimum limits of such coverage shall be subject to reasonable adjustments as determined by the Lessor so as to reflect any increase in risk or exposure.

7.4 During the term of this Lease and any extension or renewal hereof, the Lessee shall keep in force fire legal liability and all perils insurance coverage in an amount of \$100,000.00 with a reputable insurance company authorized to do business in the State of Florida. Each policy required under this lease shall name the Lessor, City of Lakeland, as an additional insured and carry a provision that it will not be canceled without a thirty (30) day notice to the Lessor. The Lessee shall provide a certificate showing the insurance to be in effect to the Lessor.

7.5 If at any time during the term of this lease the Premises and its related facilities (including the parking area, or any portion thereof) should be damaged or destroyed by any casualty, Lessor at its sole discretion may elect not to rebuild. If Lessor makes this determination, lease shall be terminated as of the date of such casualty. Should Lessor decide to rebuild, then Lessor shall forthwith remove resulting debris, and repair or rebuild the damaged or destroyed structures or other improvements to the condition in which such structures and improvements existed prior to such casualty and return such structures and improvements to working order, whether or not any insurance proceeds shall be awarded to Lessor as a result of such damage or destruction.

7.6 Lessee shall cause to be inserted in any policy or policies of insurance acquired by them with regard to this lease a so-called "waiver of subrogation" clause. Lessee hereby waives, releases and discharges Lessor, its agents and employees from all claims whatsoever arising out of loss, claim, expense or damage to or destruction covered by insurance arising out of this agreement notwithstanding that such loss, claim, expense or damage may have been caused by Lessor, its agents or employees, and Lessee agrees to look to the insurance coverage only in the event of such loss.

## **SECTION 8**

The Lessor reserves the right for the Airport Director, or his duly authorized representative, to enter the leased premises during normal business hours for the purpose of performing such inspections considered necessary by the Director, including without limitation compliance with the terms of this Lease, the Airport Minimum Standards and the Airport Rules and Regulations, and Lessee does hereby consent to such entry and waive any right to require a warranty for such inspection, provided that such entry and inspections shall not interfere with the Lessee's operations or the conduct of its business. The Lessee, after written notice, shall promptly correct any condition which is a hazard to life or property. The Lessee agrees not to have explosives, gasoline or other highly flammable materials, in, on or about the premises that do not meet the Airport Minimum Standards, Rules and Regulations or other standards/compliance requirements required by any governmental agency with jurisdiction or for reasons of safety.

## **SECTION 9**

9.1 The Lessee shall, at its expense, perform all general maintenance and repairs associated with the Premises, including changing of interior light bulbs, interior walls, non-structural repairs and shall maintain its leased premises in a good state of repair and condition at all times. The Lessor shall, at its expense, be responsible for exterior walls, roof replacement, HVAC and structural repairs including the infrastructure of outside utilities, including plumbing and electrical to the Premises, if required, but not including alterations necessitated or requested by the Lessee.

9.2 The Lessee shall, at its expense, maintain the Premises, including any structures thereon, in a neat and orderly condition at all times. Lessee shall be

responsible for the neatness and orderliness of the Premises, removal of trash and garbage arising out of the Lessee's occupancy.

9.3 Lessee shall not have authority to make any modifications or alterations to Premises without prior written consent of the Airport Director. The primary consideration in the approval process shall be the best interest of the Airport and the public.

#### **SECTION 10**

Should the Lessee default in the payment of the rent or the performance of any of the promises, covenants or agreements herein made, the Lessor may, at its option, if such default continues after giving the Lessee fifteen (15) days written notice in the case of a default in the payment of the rent and thirty (30) days notice in the case of any other default, declare all future payments hereunder immediately due and payable. Lessor shall have a lien upon any and all buildings and other property of the Lessee located upon the Premises at the time of default for any amount due the Lessor by the Lessee. In addition, Lessor reserves the right to prevent access to the Airport by inactivating badge or security access due to non-payment. If Lessee's default requires for its cure a period longer than that allocated in this Section, Lessee shall not be in default if, in the Lessor's sole opinion, the Lessee proceeds diligently to effectuate the cure and same is accomplished within a reasonable period of time.

#### **SECTION 11**

Upon the occurrence of an event of default, as set forth in Section 10, Lessor may at its option exercise any one or more of the following remedies:

- (a) The Lessor may terminate this Lease by giving to the Lessee written notice of Lessor's intention to do so, in which event the term of this Lease shall end and all right, title and interest of the Lessee hereunder shall

expire on the date stated in such notice, which shall not be less than five (5) days after the date of the notice by the Lessor of its intention to so terminate;  
or

(b) The Lessor may terminate the right of the Lessee to possession of the Premises or any portion thereof by giving written notice to the Lessee that the Lessee's right of possession shall end on the date stated in such notice, which shall not be less than five (5) days after the date of the notice by the Lessor of its intention to so terminate the right of possession;  
or

(c) The Lessor may enforce the provisions of this Lease and may enforce and protect the right of the Lessor hereunder by a suit or suits in equity or at law for the specific performance of any covenant or agreement contained herein or for the enforcement of any other appropriate legal or equitable remedy.

(d) If the Lessor exercises either of the remedies provided for in sub-paragraphs (a) or (b), the Lessor may then or at any time re-enter the Premises in accordance with Florida law.

(e) If the Lessor terminates the Lessee's right of possession pursuant to sub-paragraph (b), the Lessor may re-enter the Premises or any portion thereof and take possession of all or any portion of the real property, may move any portion of the Lessee's property thereon which the Lessor elects so to do, and may sub-let or re-let the Premises or any part thereof from time to time for all or any part of the unexpired part of the then term hereof, or for a longer period, and the Lessor may collect the rents from re-

letting or sub-letting and apply same, first to the payment of the rents payable hereunder and in the event that the proceeds from such re-letting or sub-letting are not sufficient to pay in full the foregoing, the Lessee shall remain and be liable therefore. The Lessee promises and agrees to pay the amount of any such deficiency and the Lessor may at any time sue and recover judgment for any such deficiency or deficiencies.

### **SECTION 12**

No remedy herein conferred upon or reserved by the Lessor is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Lease or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and so often as may be deemed expedient. In order to entitle the Lessor to exercise any remedy reserved to it in this article, it shall not be necessary to give any notice, other than such notice as may be herein expressly required.

### **SECTION 13**

13.1 This Lease, and all provisions hereof, shall be subordinate to all the covenants and restrictions of the deeds under which the Lessor acquired the property known as the Lakeland Linder Regional Airport from the United States of America, insofar as such covenants and restrictions remain in effect, such deeds being identified as follows:

(a) Quitclaim Deed and Surrender of Lease dated September 26, 1947, between the United States of America and City of Lakeland, recorded in Deed Book 816, page 571, Public Records of Polk County, Florida; and

(b) Supplemental Quitclaim Deed dated April 20, 1948, between the United States of America and the City of Lakeland, recorded in Deed Book 832, page 311, Public Records of Polk County, Florida; except however, any such covenants and restrictions may hereafter become ineffective or as shall have been or may hereafter be extinguished or released, whether by statute, rule or regulations, interpretation, judicial decision, or deed or other instrument, including but not limited to the release of the "National Emergency Use Provisions" by the Deed of Release dated December 17, 1959, recorded in Official Records Book 389, page 338, current public records of Polk County, Florida, and the extinguishment of the restrictions on use for industrial or manufacturing purposes by the Act of Congress on July 30, 1947 (61 Stat. 678).

13.2 This Lease shall be subordinate to the provisions of any existing or future agreement, including any grant assurances restricting the use and/or sale of Airport property, entered into between the Lessor and the United States of America for the improvement or operation and maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the airport.

13.3 Should the Federal Aviation Administration issue an order determining that any provision herein is inconsistent with any covenant or restriction of the deeds under which the Lessor acquired the Airport, or the provisions of any existing or future agreement entered into between the Lessor and United States of America, the parties shall amend this Lease as necessary to resolve the inconsistency.

13.4 This Lease and all the provisions hereof shall be subject to whatever right the Government of the United States of America now has or in the future may have or

acquire, affecting the control, operation, regulation and reacquisition of the Airport or the exclusive or nonexclusive use of the Airport by the United States of America during the time of war or national emergency.

#### **SECTION 14**

Notwithstanding anything herein contained that may be or appear to the contrary, it is expressly understood and agreed that nothing herein shall be understood to confer an exclusive right upon the Lessee to conduct any aeronautical activity at the Airport in violation of 49 U.S.C. Section 40103(e) or 49 U.S.C. Section 47107(a)(4).

#### **SECTION 15**

15.1 The Lessee, for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:

(a) no person on the grounds of race, color, creed, sex or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subject to discrimination in the use of the facilities;

(b) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, creed, sex or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; and

(c) that the Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, entitled *Nondiscrimination in Federally-Assisted*

*Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as such Regulations may be amended.*

15.2 In the event of a breach of any of the above nondiscrimination covenants, the Lessor shall have the right to terminate the lease and to re-enter and repossess the leased land and the facilities thereon, and hold the same as if the lease had never been made or issued. This provision shall be subject to the procedures of Title 49, Code of Federal Regulations, Part 21, including exercise or expiration of appeal rights.

15.3 Lessee shall furnish the aeronautical services permitted hereunder on a reasonable, and not unjustly discriminatory, basis to all users of the Airport. Lessee shall charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that Lessee is allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

#### **SECTION 16**

The Lessor reserves the right to take whatever actions necessary for the operation, safety, maintenance, and improvement of the Airport and its appurtenances, without interference or hindrance, with appropriate consideration for the continuity and profitability of the Lessee's operations and the payment of the obligations to the Lessor herein.

#### **SECTION 17**

The Lessor reserves unto itself, its successors and assigns, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface of the leased land, together with the right to cause in the airspace such noise as may be inherent in the operation of aircraft, now known or hereafter used, for navigation of or flight in the airspace for landing on, taking off from or operating on the airport.

## **SECTION 18**

The Lessee, its officers, employees, guests, invitees and suppliers of materials and services, shall have the right of ingress and egress over public right-of-way to the Premises for the purpose of permitting Lessee to enjoy the rights, uses, and privileges granted by the Lessor.

## **SECTION 19**

19.1 The Lessee specifically covenants and agrees to observe and obey all lawful rules and regulations which have been or may be adopted and promulgated by the Lessor for operation at the Airport, including without limitation the Airport Rules and Regulations, as the same may be amended from time to time. The Lessee shall conduct and operate its activities in accordance with any applicable federal, state and local laws, ordinances, regulations, directives, orders, and judicial decisions. The Lessee specifically shall comply with all applicable federal, state and local statutes, regulations and ordinances on the subject of environmental protection, including without limitation all EPA regulations, guidelines and permitting requirements associated with Lessee's business operations performed on the Premises.

19.2 Lessee specifically covenants and agrees to observe and obey all applicable federal laws on the subject of airport and aviation security, all applicable regulations and directives issued by the Transportation Security Administration, and all ordinances and rules issued by Lessor related to security, including without limitation rules issues in furtherance of the Lessor's security program. Lessee further covenants and agrees to alter and improve the Premises as required to comply with any such law, regulation, directive, ordinance or rule.

## **SECTION 20**

20.1 The Lessor hereby designates the Director of the Lakeland Linder Regional Airport as its official representative with the full power to represent the Lessor in all dealings with the Lessee in connection with the lease or the leased land, subject to approval by the Lakeland City Commission. The Lessor may designate by written notice, addressed to the Lessee, other representatives from time to time, and such representatives may exercise those rights and duties of the Lessor as may be necessary to effectuate the purposes of this lease.

20.2 Notice to the Lessor shall be sufficient if either mailed by first class mail, postage prepaid, addressed to Airport Director, Lakeland Linder Regional Airport, City of Lakeland, 3900 Don Emerson Drive, Suite 210, Lakeland, Florida 33811, or delivered at such address, and notice to the Lessee named herein shall be sufficient if mailed by first class mail to Lessee at 3131 Flightline Drive, Suite 315, Lakeland, Florida 33811. Either party may change its address at which notice is to be mailed or delivered, by giving written notice of such change of address to the other party in the manner provided in this section.

## **SECTION 21**

This Lease shall be binding upon and inure to the benefit of the parties and their respective successors and assigns to the extent assignment and subletting are permitted.

## **SECTION 22**

Should it become necessary for either party to bring an action at law or equity to enforce or interpret this agreement or for the Lessor to bring an action to remove the Lessee from the Premises, the prevailing party shall be entitled to all costs, including reasonable attorney's fees at both trial and appellate levels.

**SECTION 23**

This Lease shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any action brought to enforce or interpret this agreement or to remove Tenant from the Premises shall be Polk County, Florida.

**SECTION 24**

The terms and provisions of this Lease, and each sentence and paragraph hereof, are severable, and if any such term or provision shall be held invalid or unenforceable, all other terms and provisions hereof shall continue in force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this Lease to be executed and their respective seals to be hereunto affixed, the day and year first above written.

ATTEST:

CITY OF LAKELAND, FLORIDA  
a municipal corporation

BY: \_\_\_\_\_  
Kelly S. Koos  
City Clerk

BY: \_\_\_\_\_  
Gow B. Fields  
Mayor

(Seal)

APPROVED AS TO FORM AND  
CORRECTNESS:

BY: \_\_\_\_\_  
Timothy J. McCausland  
City Attorney

Attest:

Effortless IT, LLC

By: \_\_\_\_\_  
Witness

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_



**EXHIBIT "B"**  
**INSURANCE REQUIREMENTS**  
**LEASING AGREEMENTS**

**Special Insurance Provisions:** Lessee shall maintain and pay the premium on the Comprehensive General Liability, Business Auto Liability, and Fire Legal Liability policies, the City of Lakeland shall be listed as an "additional named insured" as their interest may appear. The City shall not by reason of their inclusion under these policies incur liability to the insurance carrier for payment of premium for these policies. A renewal certificate shall be issued 30 days prior to expiration of coverage.

Where available all policies shall be of an occurrence type and provide a 30 day notice of cancellation or modification of coverages. Prior to commencement of work, the proper insurance certificates shall be provided to, and approved by the City.

**Deductibles:** Given that the indemnification agreement is intended to be supported by first dollars insurance policies which require full disclosure of any and all deductible for all coverages required by this specification or contract, the only exception will be the area of Workers' Compensation. The City reserves the right to determine acceptable limits of such deductibles.

**First Dollar Coverage:** To the extent that the Lessee may elect to purchase insurance which provide a deductible or self insured retention (SIR), the lessee will assume liability to personally indemnify the City to the same level of coverage required of their insurance carrier.

**Comprehensive General Liability:** This insurance shall be an "occurrence" type policy written in comprehensive form and shall protect the lessee and the additional insureds against all claims arising from bodily injury, sickness, disease, or death of any person other than the lessee's employees or damage to property of the City or others arising out of any act or omission of the lessee or his agents, employees, or contractors. This policy shall also include protection against claims insured by usual personal injury liability coverage, and to insure the contractual liability assumed by the lessee under the article entitled INDEMNIFICATION. All insurance shall be in compliance with Minimum Standards to the type of business engaged.

The liability limits shall not be less than:	
Bodily Injury and Property Damage	\$1,000,000 combined single limit each occurrence

The liability limits shall not be less than:	
Bodily Injury and Property Damage	\$500,000 combined single limit each occurrence

**Fire Legal Liability:**

The liability limits shall be not less than:	
	\$100,000