

**SEDONA OAK CREEK UNIFIED SCHOOL DISTRICT NO. 9
AND**

Marci Taylor (or appropriate LLC)

This Agreement is made and entered into upon the date it has been signed on behalf of both parties, the GOVERNING BOARD OF THE SEDONA OAK CREEK UNIFIED SCHOOL DISTRICT NO. 9 (SOCUSD), also referred to herein as "Landlord" or "District" and **Marci Taylor** referred to herein as Tenant."

For and in consideration of the covenants and agreements contained in this Agreement to be kept and performed by the parties, it is mutually agreed as follows:

1. PURPOSE

The Governing Board of the Sedona Oak Creek Unified School District has determined in good faith that the provision of the **community co-working space** within the District facilities would promote the educational function of the school district and/or would be in the best interest of the District.

Therefore, Landlord agrees to lease appropriate space within the SOCUSD premises for the **co-working space** owned by Tenant on the terms below.

2. DESCRIPTION OF LEASED PREMISES

The premises to be leased are located at **221 Brewer Road main building**. The space measures approximately **6,900 (six thousand and nine hundred)** square feet. These premises are the demised premises. The Tenant shall have no rights to use or responsibility for any other property that is not within the demised premises unless specifically agreed in this document.

3. EXTENT AND TIME OF USE

Tenant will have 24/7 access to the premises as needed.

The Tenant will provide the District with a monthly calendar and shall notify the Landlord of any changes or closures affecting the projected monthly schedule. Tenant shall give Landlord notice of emergencies as soon as possible. It is agreed that Tenant may use the rented premises at times when the District is not session.

4. LEASE TERM

It is agreed that the Lease shall be for the initial term of **three years**, commencing on **March 9, 2020** and ending **March 8, 2023**.

5. FINANCIAL TERMS

The Landlord agrees that Tenant may have the use of the facilities for rent of \$1.25 per square foot or **eight thousand, six hundred and twenty-five** and 00/100 Dollars (**\$8,625.00**) per month. **Tenant will be provided with 60 days of set-up and development access within the lease prior to the time the first rent payment is due. First payment will be due June 1,**

2020. Tenant will pay 50% of building electrical cost beginning with the second month of the lease, April of 2020. This amount will be \$500.00. Electrical cost is calculated based upon the monthly average for FY2019.

6. RESPONSIBILITIES

- a. SOCUSD agrees to the following:
 - i. To provide adequate access to the facility;
 - ii. To provide major repairs and maintenance as appropriate,
 - iii. To allow Tenant usage of District green areas at times to be agreed.
- b. Tenant agrees to the following:
 - i. To provide enrollment/staff numbers for District's utility figures (sewer, etc).
 - ii. To maintain all required facility licensure and certifications for the staff and facility and to comply with all applicable health and safety requirements.
 - iii. To provide all routine maintenance requirements and custodial and grounds services. Tenant agrees that the interior and exterior of the premises will be maintained in clean and good condition at all times.
 - iv. Agrees to conduct its program in such a manner that SOCUSD students can continue their educational programs without undue interruption.
 - v. Agrees to comply with all policies governing community use of school facilities. Use of school facilities outside of the designated Tenant area will require notification to the District and a Facility Use Agreement.
 - vi. ~~Agrees that all employees of the Tenant, including volunteers, will be fingerprinted as required by law and District policy. Copy of fingerprint results will be provided to District.~~
 - vii. Agrees to cooperate with the District concerning scheduling of parking lot space and shared use of green areas so as to avoid any conflict with District operations.
 - viii. All signs of any type to be utilized by the Tenant on the exterior of the building or interior hallways must have the prior approval of the District.
 - ix. The premises shall be used exclusively by Tenant or Tenant's employees/**co-working participants** solely for Tenant's official business.
 - x. The Tenant will participate in all emergency drills and procedures.
 - xi. ~~To cooperate with SOCUSD to develop procedures for parent and staff sign in to the area and for sign in or sign out of students in the District who participate in child care.~~

7. INSURANCE AND INDEMNIFICATION

Tenant agrees to procure and maintain general liability insurance with a \$1,000,000.00 per occurrence, \$3,000,000.00 general aggregate limit and \$100,000.00 damage to rented premises (fire legal liability). A certificate of insurance evidencing the liability coverage and

limits required and including the District as an additional insured, must be furnished to the District on or before the date of this agreement. The Tenant will be responsible to purchase property coverage for the Tenant's contents, equipment, and/or personal business property located at the leased premises. Tenant agrees to indemnify and hold harmless the District from any and all claims, including defense costs, arising out of the use or maintenance of the leased premises or the Tenant's operations.

The required Certificate of Insurance naming Sedona-Oak Creek School District as an additional insured will be provided prior to the commencement of the access period.

8. REPAIRS AND ALTERATIONS

The Tenant may make site improvements to the premises only upon written approval by the Landlord. Such improvements made shall remain the property of the Landlord, except for improvements that may be removed without damage to the Premises. The Landlord, at the request of the Tenant, may make improvements to the Premises for which the Tenant shall reimburse the Landlord. The Landlord shall be reasonably available for consultation while improvements are being made. All costs for labor and materials for improvements made by the Tenant shall be at the Tenant's sole cost.

The Tenant shall identify and report to the Landlord regarding any major facility problems and deficiencies requiring repair and/or renovation to ensure Tenant occupancy.

The Landlord shall have the right to enter the facility for the purpose of inspection. The Landlord shall have the right to have emergency repairs made during normal working days and child care hours, such emergency repairs being limited to broken water lines, electrical short circuits, or other conditions which can reasonably be determined to jeopardize the structural integrity or the safety of occupants of the building.

The Landlord agrees, upon request by Tenant and in timely manner, to undertake and complete corrective action on facility site infrastructure problems and deficiencies which are classified as major repairs and which are the responsibility of the Landlord. Landlord will comply with procurement regulations of the State of Arizona. Major repairs under this agreement are those repairs necessary to correct problems with facility structure and integrity, plumbing and sewer, water systems, and infrastructure.

9. TERMINATION

This Agreement shall terminate at the expiration of its term, by operation of law, by the occurrence of uncured breaches by Tenant of significant provisions of this MOA, by total destruction of the premises, or upon Thirty (30) days prior written notification. This contract is subject to the cancellation provisions of A.R.S. §38-511.

Tenant agrees to immediately surrender the premises to the Landlord on termination of this Agreement. Tenant agrees to make any necessary interior and/or exterior repairs to restore premises to the same condition as when the Tenant took occupancy upon termination of this agreement. Failure by the tenant to vacate the premises shall constitute a holding-over by the Tenant.

10. MISCELLANEOUS

This Agreement may not be assigned by either party without written consent of the other party.

By executing this Agreement, the Tenant acknowledges it has carefully read and reviewed this Agreement and each term and provision contained in it and voluntarily consents to such.

The Agreement is the entire Agreement between the parties and may not be enlarged, modified, or altered except by mutual agreement in writing, signed by both parties.

This Agreement may only be amended by written mutual consent of the parties.

This document represents the complete agreement of the parties and supersedes any prior agreements, written or oral.

11. DISPUTE RESOLUTION

If a dispute arises under this agreement, the parties shall use their best efforts to resolve any disputes informally and may agree to mediation prior to the filing of any claim.

12. NOTICES

Any and all notices required to be given under this Agreement shall be given in writing to:

LANDLORD

TENANT

Superintendent
Sedona Oak Creek Unified
School District
221 Brewer Road, Ste. 100
Sedona AZ 86336

Marci Taylor

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed on the date indicated below.

Sedona Oak Creek Unified School District No. 9

By: _____

Date: _____

By: _____

Date: _____

SUPERINTENDENT SEDONA OAK CREEK UNIFIED SCHOOL DISTRICT #9