

Interoffice Memorandum



AGENDA ITEM

July 10, 2017

TO: Mayor Teresa Jacobs  
and  
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director  
Family Services Department

FROM: Sonya L. Hill, Manager  
Head Start Division

**Contact: Khadija Pirzadeh, (407) 836-8912**  
**Sonya Hill, (407) 836-7409**

SUBJECT: Lease Agreement between Frontline Outreach and  
Orange County, Florida  
BCC Meeting 8/1/17 Consent Agenda/District 6

The Head Start Division requests Board approval of the Lease Agreement between Frontline Outreach and Orange County. The purpose of this agreement is for the operation of Head Start Program at Frontline Outreach. Head Start is a federally funded program that provides high quality comprehensive early childhood development for preschool children and support to their families.

The County will operate the traditional Head Start program for 10 months and a Summer Program for two months. The County will pay Lessor 12 monthly payments in the amount of \$10,214.17 for rent, which shall include cost of utilities, maintenance, and janitorial services. Head Start grant funds will be used to cover rent expenses.

The County Attorney's Office and Risk Management Division have reviewed this Lease Agreement for legality and compliance with County requirements. The Lease will commence upon execution by both parties and terminate on June 30, 2022.

**ACTION REQUESTED:**      **Approval and execution of Lease Agreement between Frontline Outreach and Orange County, Florida for the operation of the Head Start Program. Head Start grant funds will be used to pay \$10,214.17 for rent, including the cost of utilities, maintenance, and janitorial services. There is no cost to the County. The lease will terminate on June 30, 2022.**

SH/kp

C: Randy Singh, Assistant County Administrator  
Wanzo Galloway, Assistant County Attorney, County Attorney's Office  
John Petrelli, Director, Risk Management and Professional Standards  
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department  
Jamille Clemens, Grants Supervisor, Finance Division  
Patria Morales, Grants Coordinator, Office of Management & Budget

BCC Mtg. Date: Aug. 1, 2017

## LEASE AGREEMENT

between

### FRONTLINE OUTREACH

And

### ORANGE COUNTY, FLORIDA

**THIS LEASE AGREEMENT** ("Lease" or "Lease Agreement") is made and entered into by and between Frontline Outreach, Inc., a Florida not-for-profit corporation (hereinafter referred to as "Agency" or "Lessor") and Orange County, Florida, a charter county and political subdivision of the State of Florida (hereinafter referred to as "County" or "Lessee") (each a "*Party*" and collectively "*Parties*").

#### WITNESSETH:

WHEREAS, the Agency is the owner of certain real property located at 3006 C.R. Smith Street, Orlando, Florida ("Property"); and is considered a Contractor, not a sub-recipient by the County; and

WHEREAS, the County desires to lease a portion of the building located on the Property (hereinafter referred to as "Frontline Center" or "Center") for the purpose of conducting a Head Start Program in accordance with conditions prescribed in the funding grant of the United States Health and Human Services, Administration for Children and Families, Office of Head Start ("Services"); and

WHEREAS, the Agency has agreed to lease space within the Center to the County for the purpose of providing Services, in accordance with the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both Parties, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and incorporated herein by this reference.

2. **Leased Premises.** The Agency does hereby lease to the County approximately 7,210 square feet of space located within the Center which shall be used for classrooms, storage space, and office space; approximately 3,600 square feet of space within the Center's arena and gymnasium; and approximately 3,333 square feet of the Center's playground space adjacent to the outdoor basketball court, all of which is located at 3006 C.R. Smith Street, Orlando, Florida, and more specifically depicted in "Exhibit A", attached hereto and incorporated by reference

(collectively referred to as "Leased Premises"). In addition to the Leased Premises, the Agency agrees to permit the County's use of the Center's kitchen and restrooms located inside of the Center, but outside of the Leased Premises ("Additional Spaces"). The Agency agrees to the County's use of the Additional Spaces shall be included as part of the County's monthly rent for the Leased Premises.

3. ***Use of Premises.*** The County shall have exclusive use of the Leased Premises for the operation of the Head Start programs and services for the benefit of the community and in accordance with standard policies and conditions prescribed by the United States Department of Health and Human Services ("Intended Use").

The County shall also have joint use of the Additional Spaces and exclusive use of the playground space, included as part of the Leases Premises, during the Head Start hours of operation. The Head Start Program hours of operation shall be Monday through Friday between the hours of 7:00 am and 6:00 pm, for the entire calendar year, to include Summer months (June and July). The County shall have access and use of the Leased Premises after 6:00 pm for special events and activities, to include weekends (Saturday and Sunday). The County will submit requested dates and times for usage of the Leased Premises after 6:00 pm and on the weekends to the Agency at least thirty (30) days in advance for approval and coordination. In addition, the County, its employees, visitors, invitees and agents shall also have use of the Center's parking areas, service roads, loading facilities, sidewalks, hallways and such other areas as may be designated or utilized for ingress and egress or otherwise designed for common use. The County's use of the Leased Premises shall be for lawful purposes and comply with rules of the Center, as established by the Agency.

4. ***Term.*** The term of this Lease shall commence upon execution of this Lease by the both the Agency and the County and shall expire on midnight June 30, 2022 ("Term") unless otherwise terminated by either Party, in accordance with requirements set forth herein. The Parties may extend the Term of this Lease by mutual agreement which shall be in writing and executed by both Parties. Any such extension shall be subject to the same terms and conditions set forth herein, unless otherwise agreed to in writing by both Parties.

5. ***Rent.*** The County shall make payments to the Agency of twelve (12) monthly payments in the amount of Ten Thousand, Two Hundred Fourteen Dollars and seventeen cents (\$10,214.17) each (approximately Seventeen Dollars (\$17) per square foot), with an annual aggregate not to exceed One Hundred Twenty Two Thousand, Five Hundred Seventy Dollars (\$122,570.00), for the term of this Lease ("Rent").

6. ***Utilities.*** The Agency shall be solely responsible for maintaining and paying for all utility costs (e.g., electrical, sewer, and water) incurred by the Agency for the Center. The Agency agrees that all utilities costs shall be included as part of the County's monthly Rent. The County shall be responsible for telephone and internet services.

7. ***Care of Leased Premises.*** The Agency shall maintain the Leased Premises in good, clean, and safe condition. The Agency shall be responsible for ensuring the Leased Premises remains in compliance with applicable laws, and local codes and ordinances. The Agency shall

be responsible for providing janitorial services and pest control services at the Center, including the Leased Premises, at no additional cost to the County. Janitorial services may be provided by the Agency or supplied by a third party provider which shall be acceptable to the County. The Agency shall ensure that all janitorial and pest control services are provided at a level considered reasonable and necessary for County Head Start facilities. Janitorial services shall include, at a minimum, the following:

- a. Interior janitorial services, no less than weekly, and all necessary cleaning supplies which shall include, but not be limited to, cleaning of kitchen, all restrooms, including sinks and toilets, counters, walls and mirrors, mopping floors, dusting of furniture and trash removal; and

- b. Quarterly stripping and waxing of floors. Agency agrees to strip and wax Leased Premises floors more frequently if deemed necessary.

In the event the Agency fails to provide proper janitorial or pest control services, as described in this Section, the County shall provide notice to the Agency in writing. Notice shall be issued in accordance with the provisions set forth in Section 19 of this Lease Agreement and shall describe the nature of such failure and a time period within which to cure. Should the Agency fail to cure such defect(s) within the prescribed time period, or as otherwise agreed to in writing by the Parties, the County may elect to cure such defects and send an invoice to the Agency for any costs incurred as a result of such cure. Repeated failures to provide such services shall constitute a material breach and possible termination of this Lease.

8. ***Maintenance.*** Agency shall be solely responsible for providing any and all maintenance of the Center and Leased Premises. Maintenance shall be provided at a level considered reasonable and necessary for County Head Start facilities, which shall include, at a minimum, the following:

- a. Routine, ongoing maintenance and repair of mechanical systems (including electrical, plumbing, HVAC, and life safety) as considered customary and reasonable according to industry standards in order to maintain such mechanical systems in good working order;

- b. Routine, ongoing maintenance and repair of the building envelope, roof, floors, walls and the entire building structure (excluding any repairs costs resulting from the negligence of either Party for which the respective Party shall be responsible); and

- c. Periodic cleaning of the windows, cleaning and sweeping of the sidewalks, driveways and parking lots, maintenance of the grass, landscaped and playground areas. The Agency must ensure that the playground areas, including equipment, meets federal and state licensing standards at all times.

- d. The County, or its designee, shall have the right to enter and inspect the Center, its mechanical systems, roof, playground, and otherwise monitor the repair and maintenance, as it deems necessary, in order to verify that maintenance is being performed at the

levels required by this Lease. In the event the AGENCY fails to replenish mulch and/or or pour-in-place materials in fall zones, repair and maintain playground equipment, the County, or its designee, shall have access to the Lease Premises to correct the deficiency and the AGENCY shall reimburse the County for the costs. The County shall not have any obligation to reimburse the Agency for costs arising from repairs to portions of the Center that are not utilized by the County pursuant to this Lease.

The Agency shall be solely responsible for major repairs and capital improvements such as the roof, foundation, mechanical and structural improvements.

9. ***Warranty of Quiet Enjoyment.*** The County, upon keeping and performing the covenants of this Lease to be performed by County, shall peacefully and quietly hold, occupy, and enjoy the Leased Premises in accordance with Section 3 hereof during the Term without any let, hindrance or molestation by the Agency or any person lawfully claiming any authority under the Agency.

10. ***Events of Default by the County.***

a. The occurrence of any one or more of the following incidents or events shall constitute an event of default by the County under this Lease Agreement and shall be cause for the Agency to terminate and revoke this Lease Agreement, which termination and revocation shall be effective thirty (30) days after receipt of written notice to the County from the Agency.

- i. If the County should fail to pay any moneys owed to the Agency, in accordance with the requirements of this Lease Agreement, on or before thirty (30) days after the date due and such failure continues for thirty (30) days after receipt of written notice by the Agency to the County of such failure.
- ii. If the County should fail to fully, promptly and completely observe or perform any substantial or material provision of this Lease Agreement and such failure continues for thirty (30) days after the notice to the County of such failure, the County shall be in default. However, in the event that any such default cannot be cured within such thirty (30) day period, then, if the County shall commence promptly to cure the same and prosecute its curative efforts with diligence to completion, the time within which such default may be cured shall be extended for such period as is reasonably necessary to complete the curing thereof with diligence, but in no event shall such time period extend longer than sixty (60) days.

11. ***Events of Default by the Agency.***

a. In the event of any default by the Agency hereunder after notice and the applicable cure period has lapsed without cure, the County may either: (1) terminate this Lease Agreement by sending the Agency written notice of the County's intention to do so, in which

event this Lease Agreement shall terminate, effective as of thirty (30) days after the effective date of such notice; or (2) remain in possession and bring an action requiring the Agency specific performance of this Lease Agreement.

b. If the Agency should fail to fully, promptly and completely observe or perform any substantial or material provision of this Lease Agreement and such failure continues for thirty (30) days after notice to the Agency of such failure, the Agency shall be in default. However, in the event that any such default cannot with diligence be cured within such thirty (30) day period, then, if the Agency shall commence promptly to cure the same and continue its effort to cure with diligence to completion, the time within such default may be cured shall be extended for such period as is reasonably necessary to complete such cure with diligence, but in no event shall such time period extend longer than sixty (60) days.

12. **Early Termination for Lack of Funding.** The Agency understands that the County's Intended Use of the Leased Premises is dependent on funding by federal sources. The obligations of the County under this award are subject to availability of funds lawfully appropriated for its purpose by the State of Florida and the Orange County Board of County Commissioners, or other specified funding source for this procurement. This Agreement may be terminated by either party, if Agency or the County provides the other with no less than one-hundred eighty (180) days prior written notice of its intent to terminate.

13. **Restoration.** No later than the expiration of the Term of this Lease Agreement, the County shall restore or repair any damage to the Leased Premises caused by the County, its agents, employees or invitees, except that occasioned by normal wear and tear.

14. **Interruption of Service.** Agency does not warrant that any services to be provided by Agency, or any third party, will be free from interruption due to causes beyond Agency's reasonable control. In the event of temporary interruption of services or unavoidable delays in the making of repairs by a third party, the same shall not be deemed an eviction or disturbance of County's use and possession of the Leased Premises nor render Agency liable to County for damages. Unavoidable delays shall be deemed to include delays in the performance of any of the obligations this Lease Agreement resulting from acts of God, strikes, lockouts or other disturbances; acts of civil disobedience; orders of any kind of the government of the State of Florida or the United States of America or any of their departments, agencies or officials, or any civil or military authority, or any other act not within the control of the party whose performance is interfered with, and which, by reasonable diligence, such party is unable to prevent.

15. **Indemnification.** Each party agrees to defend, indemnify and hold harmless the other party, its officials and employees from all claims, actions, losses, suits, judgements, fines, liabilities, costs and expenses (including attorney's fees) attributable to its negligent acts or omissions, or those of its officials and employees acting within the scope of their employment, or arising from the indemnifying party's negligent performance under this Lease Agreement. The County is subject to Section 768.28, Florida Statutes, and nothing contained herein shall constitute a waiver of sovereign immunity or the provisions of Section 768.28, Florida Statutes. The foregoing shall not constitute an agreement by either party to assume any liability for the acts, omissions and/or negligence of the other party.

16. **Insurance.** Without waiving its right to sovereign immunity as provided in Section 768.28, Florida Statutes, the County acknowledges itself to be self-insured for General Liability and Automobile Liability with coverage limits of \$200,000 per person and \$300,000 per occurrence, or such limited sovereign immunity limits as set forth by the Florida Legislature. The County shall provide a certificate stating that coverage cannot be canceled or reduced except after thirty (30) days prior written notice to the Agency.

The County and Agency each agree to maintain commercial insurance or to be self-insured for Workers' Compensation & Employers' Liability in accordance with Florida Statutes Chapter 440. The Agency shall maintain "all-risk" property insurance covering the center and other related structures and its personal property for the full insurable replacement value of such property. Upon request each party shall provide an affidavit or Certificate of Insurance evidencing self-insurance or commercial insurance up to sovereign immunity limits and a certificate stating that coverage cannot be canceled or reduced except after thirty (30) days prior written notice to the other party.

The County's failure to request proof of insurance or to identify any deficiency in coverage or compliance with the foregoing requirements shall not relieve the Agency of its liability and obligations under this Lease.

The Agency shall require any contractors contracted by the Agency performing any work under this Lease to procure and maintain lawfully required workers' compensation, commercial liability, and business auto liability coverage. Each party shall be listed as an additional insured on all general liability policies.

**17. Background Screening:** ALL AGENCY staff, employees, guests, invitees, third party providers, and volunteers present on the Leased Premises with County Head Start students present, may be required to complete a Level 2 background screening. Such screening shall be conducted at the AGENCY's expense.

All individuals that meet the criteria of Chapter 435 and Section 110.1127, Florida Statutes, must be in compliance with these Florida laws and are required, at a minimum, but may not be limited to perform the following screenings prior to accessing, supervision, and/or direct care of children:

An initial Level 2 background screening.

Additional Level 2 background screening at five (5) year intervals.

The Level 2 background screening shall consist of an employment history check including:

Fingerprinting used to process the following screenings:

a). Statewide Criminal and Juvenile Records Check through the Florida Department of Law Enforcement.



b). Federal Criminal Records Check through the FBI.

c). May include Local Criminal Records Checks through Local Law Enforcement.

Under Chapter 435, Florida Statutes, Level 2 positions, which are defined as all employees in positions designated by law as positions of trust or responsibility, shall be required to undergo security background investigations as a condition of employment and continued employment.

Upon request, the AGENCY shall provide the County's Head Start Manager and/or designee with confirmation that such screenings have been conducted and the results are acceptable to the AGENCY. If applicable, the County may request to review the actual screenings.

18. ***Cleanliness of Leased Premises.*** County will not improperly or unlawfully store, handle, release, or dispose of any refuse, trash or Hazardous Substances (as defined below) in the Leased Premises or in or around the building of which the Leased Premises form a part. County shall immediately notify Agency and appropriate governmental agencies and authorities having jurisdiction if a release of such materials occurs, and shall take complete corrective action to clean and remove the material and restore the premises in compliance with procedures established by such authorities, and shall provide appropriate evidence of compliance.

19. ***Hazardous Waste.*** County shall not cause or permit any Hazardous Substance (as hereinafter defined) on the Leased Premises. As used herein, the term "Hazardous Substance" means any hazardous or toxic substance, material, or waste which is or becomes regulated by any local governmental authority, the State of Florida or the United States Government, including, without limitation: (i) any substance, chemical or waste that is or shall be listed or defined as hazardous, toxic or dangerous under applicable environmental laws; (ii) any other chemical, material or substance, exposure to which is prohibited, limited or regulated by any federal, state or local governmental authority pursuant to any environmental, health and safety or similar law, code, ordinance, rule, regulation, order or decree and which may or could pose a hazard to the health and safety of occupants or users of the Leased Premises or any part thereof.

20. ***Notices and Payments.*** Any notice required or permitted hereunder shall be delivered by hand delivery, express courier, or certified mail, return receipt requested, and shall be effective upon receipt of the same. Notices shall be delivered to each of the Parties at the following addresses or at such other addresses as specified by written notice in compliance with the terms of this paragraph.

Agency: Frontline Outreach  
Attn: CEO/Executive Director  
3000 C.R. Smith Street  
Orlando, FL 32805  
Phone: (407) 293-3000

County: Orange County, Florida  
Attn: Manager, Head Start Division  
2100 E. Michigan Street  
Orlando, FL 32806  
Phone: (407) 836-6590

Copy to: Orange County, Florida  
Attn: County Administrator  
P.O. Box 1393  
Orlando, FL 32802

Copy to: Orange County, Florida  
Attn: Manager, Procurement Division  
400 East South Street, 2<sup>nd</sup> Floor  
Orlando, Florida 32801

21. ***Payments.*** County shall provide Rent payments to the Agency by the 1<sup>st</sup> day of each month for the Term of this Lease Agreement. Rent payments shall be in the amount set forth in Section 5 above and shall be forwarded to the Agency at the address provided in Section 19, unless otherwise advised by the Agency in writing.

22. ***Debarment and Suspension.*** An executive order was signed by the President directing federal agencies to ensure that federal agencies and any state or other AGENCY receiving federal funds are not contracting or awarding grants to persons, organizations, or companies who have been excluded from participating in federal contracts or grants. This process is to avoid the consequences of contracting with agencies that have been debarred from receiving federal funds as stipulated in Executive Order 12689, which refers to Federal Executive Order Number 12549. The COUNTY shall ensure that debarment checks are conducted prior to contracting with any agency and annually thereafter. In the event the AGENCY is found to have violated any of the provisions described in Executive Order 12689, which refers to Federal Executive Order Number 12549, and Section 17-314 of the Orange COUNTY Code, the AGENCY may be suspended or permanently debarred from the right to be included on the vendor list, as well as having any submitted bid or response from the AGENCY rejected. Despite there being no financial commitment between the parties under this Agreement, a debarment and suspension verification shall be performed by the COUNTY to ensure that there are no existing debarment or suspension issues. A contract award must not be made to parties listed on the government exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines.

23. ***Byrd Anti-Lobbying Amendment*** (31 U.S.C. 1352). Contractors that apply for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.1352.

24. ***Fixtures and Alterations.*** County may attach fixtures in or to the Leased Premises. The County shall not make major alterations or change, alter or make additions to the Leased Premises without Agency's prior written consent, which shall not be unreasonably withheld. Any such alteration, improvement or addition which may be approved shall be performed by County and its licensed contractors in a good and workmanlike manner. Where Agency has approved County's modifications to the Leased Premises, County shall not be required to remove its modifications nor restore the Leased Premises to its original condition upon County vacating the Leased Premises. If however, County elects to remove its modifications upon vacating the Leased Premises, then County, at its expense, shall restore the Leased Premises to its original condition, excepting ordinary wear and tear.

25. ***Redelivery of Leased Premises.*** County shall, on the expiration or earlier termination of this Lease Agreement, deliver the Leased Premises in as good order and condition as it now is or may be put by Agency, reasonable use and ordinary wear and tear thereof and damage by fire or other unavoidable casualty, condemnation or appropriation excepted, and County shall promptly surrender all keys to the Leased Premises to Agency. County shall remove all personal property of the County prior to surrender. Any personal property remaining on the Leased Premises after surrender shall be deemed abandoned and Agency may dispose of same as Agency elects without liability to County.

26. ***Access to Leased Premises.*** County shall have unlimited access to the Leased Premises during the operating hours and after 6:00 pm and weekends for special events and activities. County shall cooperate fully in Agency's efforts to maintain security within the Leased Premises and shall follow all regulations promulgated by Agency with respect thereto. Agency and their respective agents shall have the right to enter upon the Leased Premises at all reasonable hours for making improvements or repairs thereto or thereon.

27. ***Assignment and Subletting.*** County shall not assign or encumber its interest in this Lease Agreement or in the Leased Premises, or sublease all or any part of the Leased Premises, to other providers to occupy or use all or any part of the Leased Premises without Agency's prior written approval, in its sole discretion.

28. ***Holdover.*** If the County remains in the Leased Premises beyond the expiration of the Lease Term, the tenancy may be extended for an additional month, on a month to month basis under the same terms and conditions of this Lease Agreement. The extended term may be terminated either by Agency or County by such party's giving fifteen (15) days' written notice to the other. Nothing herein is intended to grant County any right of extended possession beyond expiration or termination of Term and County shall indemnify and hold harmless Agency for any costs, expenses, damages, claims or losses resulting from County holding over beyond the expiration or termination of the Term.

29. ***Radon Gas - Notice to Prospective Tenant.*** Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon

and radon testing may be obtained from your county public health unit, pursuant to Section 404.056 (8), Florida Statutes.

30. ***Governing Law and Venue.*** This Lease Agreement and the provisions contained herein shall be construed, controlled, and interpreted according to the laws of the State of Florida. All claims, controversies, or disputes arising out of this Lease Agreement shall be settled as required by the Lease Agreement or by law in the Ninth Judicial Circuit, Orange County, Florida. County hereby waives any right to jury trial in any such proceeding to enforce or interpret any terms of this Lease Agreement.

31. ***Severability.*** The provisions of this Lease Agreement are declared by the Parties to be severable. However, the material provisions of this Lease Agreement are dependent upon one another, and such interdependence is a material inducement for the Parties to enter into this Lease Agreement. Therefore, should any material term, provision, covenant or condition of this Lease Agreement be held invalid or unenforceable by a court of competent jurisdiction, the Party protected or benefited by such term, provision, covenant, or condition may demand that the Parties negotiate such reasonable alternate contract language or provisions as may be necessary either to restore the protected or benefited Party to its previous position or otherwise mitigate the loss of protection or benefit resulting from the holding.

32. ***Recording.*** This Lease shall not be recorded.

33. ***Binding Effect.*** This Lease Agreement and the covenants and agreements of the Parties shall be binding upon and inure to the benefit of Agency and its successors and assigns and to the benefit of County and its permitted successors and assigns.

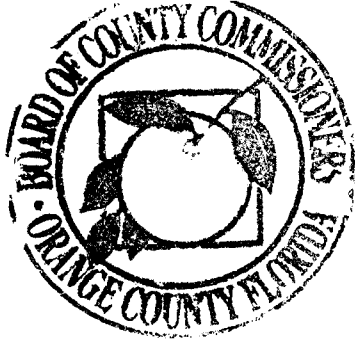
34. ***Counterparts.*** This Lease Agreement may be executed by Agency and County in one or more counterparts.

35. ***Headings, Meanings of Words.*** The headings used in the Lease Agreement are inserted for convenience and are not to be considered in the construction of the provision of this Lease Agreement. .

36. ***Partnership or Third Party Beneficiaries.*** Nothing in this Lease Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of principal/agent, employer/employee, partnership, or joint-venture relationship between Agency and County. Nothing in this Lease Agreement is intended to, or shall in any way, create any rights in the public or any third-party beneficiaries.

37. ***Entire Agreement.*** This Lease Agreement and its Exhibit "A" shall constitute the entire agreement between the Parties and shall supersede and replace all prior agreements or understandings, oral or written, relating to the matters set forth herein. Any changes, modifications, or amendments made to this Lease Agreement shall be made in writing and approved and executed by both Parties and attached to this Lease Agreement.

IN WITNESS WHEREOF, the Parties have executed this Lease Agreement on the dates set forth below.



**ORANGE COUNTY, FLORIDA**

By: Board of County Commissioners

By: *Teresa Jacobs*

Teresa Jacobs

Orange County Mayor

Date: *8.1.17*

ATTEST: Phil Diamond, County Comptroller  
As Clerk of the Board of County Commissioners

By: *Kalil Smith*

Deputy Clerk

Date: *AUG 01 2017*

**FRONTLINE OUTREACH**

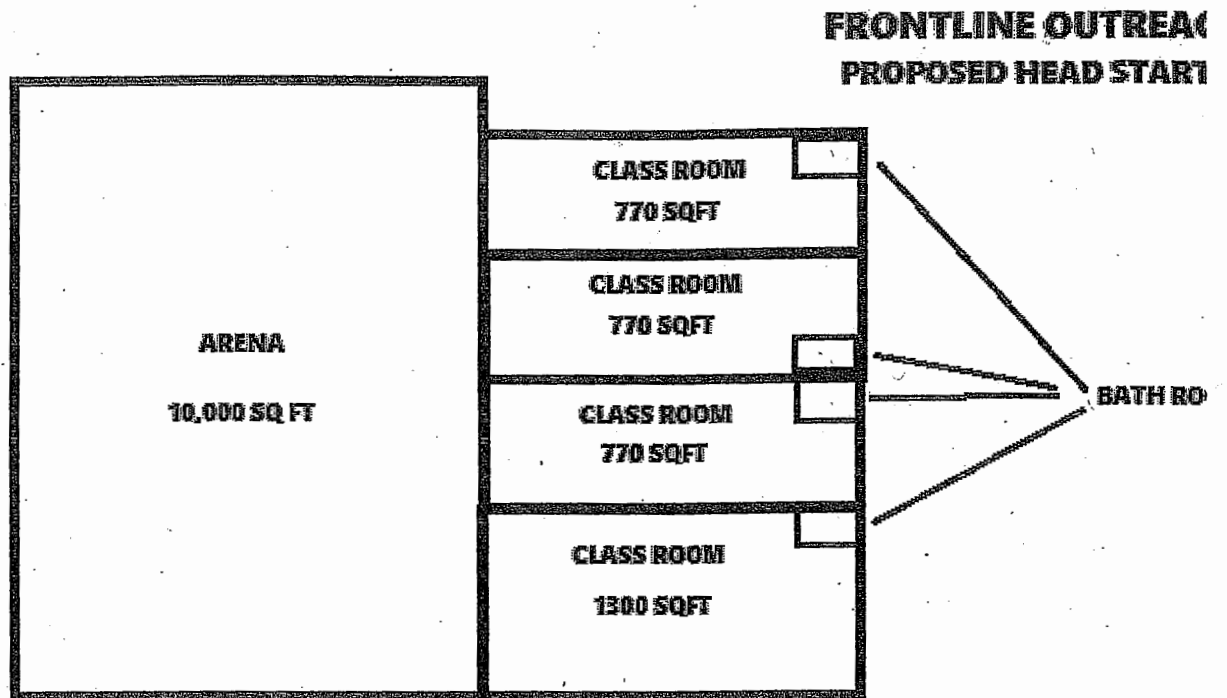
By: *Allen Wiggins*

Allen Wiggins, CEO/Executive Director

Date: *7/7/2017*

**EXHIBIT "A"**

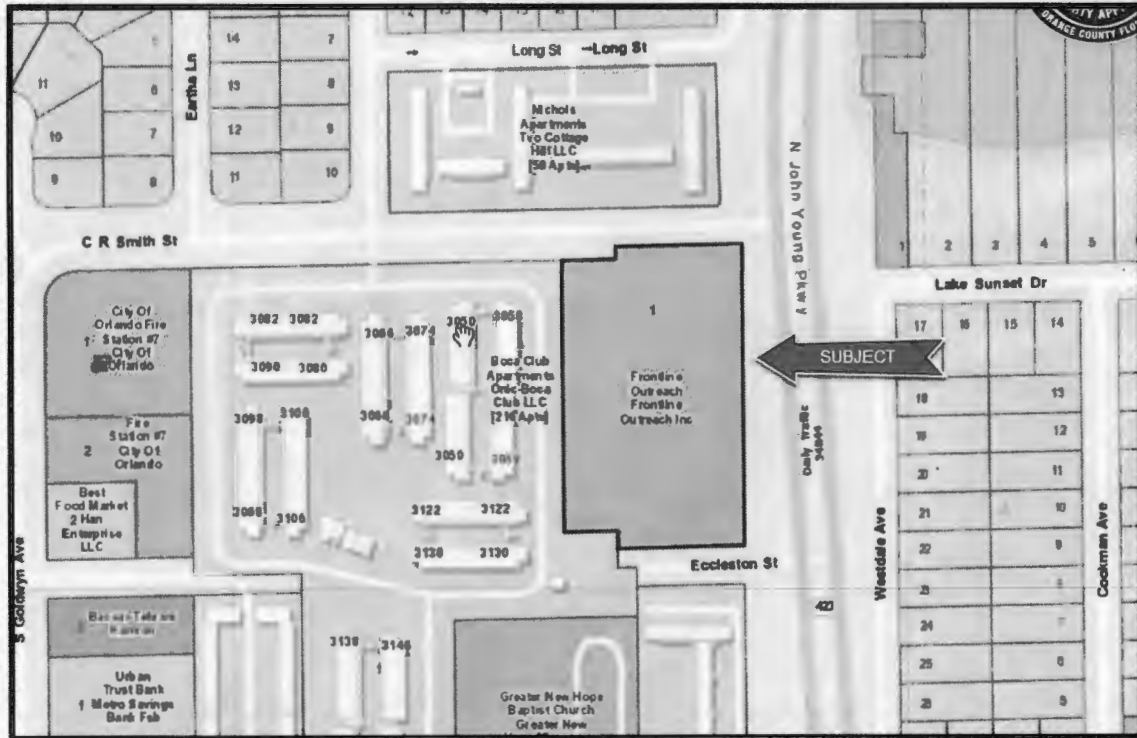
**Sketch of Leased Portion**



**13,610 SQ FT TOTAL AREA**

**GYMNASIUM (SCHEDULED USE) 8,000 SQ FT**

## TAX MAP



## AERIAL MAP



Frontline / Orange County Head Start outside area site/floor plan

06/20/2017

- Emergency exit
- Entrance/Exit to/from bldg.
- 4C Playground
- Playground Equipment 3-5 yr olds 3,333.38 sq ft
- Trike storage area
- Basketball court 5,445 sq ft

