

## Risk Management Contract Review

|  |  |                                  |                         |                               |          |
|--|--|----------------------------------|-------------------------|-------------------------------|----------|
| <b>Contract/Agreement Title</b>                      | Lease agreement with Creative Pinellas Inc., for property at 12211 Walsingham Road, Largo. |                                  |                         |                               |          |
| <b>Bid/Contract#</b>                                 |  | <b>Granicus#</b>                 | 17-256A                 | <b>Stars#</b>                 | 17-16261 |
| <b>Purchasing Contact:</b>                           |  | <b>PID #</b>                     |                         | <b>Amount:</b>                | \$       |
| <b>Department</b>                                    | REM  | <b>Project/Contract Mgr:</b>     | Andrew Pupke            |                               |          |
| <b>Type of Contract</b> <small>(select both)</small> | Lease of Owned Facility  | Non-Purchasing                   | <b>Method of Review</b> | Granicus                      |          |
| <b>Limitation of Liability?</b>                      |  | <b>Indemnification Language?</b> | Yes                     | <b>If PE to PE, \$768.28?</b> |          |

|             |            |                     |                 |
|-------------|------------|---------------------|-----------------|
| <b>JPA:</b> | Choose one | <b>Name of JPA:</b> | Choose an item. |
|-------------|------------|---------------------|-----------------|

| Required Coverages | Add'l Language / Exclusions | Limits  | Justification |
|--------------------|-----------------------------|---|---------------|
| WC/EL              |                             | 500K Person<br>500K Disease<br>500K Disease limit |               |
| CGL                |                             | 1M Occurrence<br>2M Aggregate                     |               |
| AL                 |                             | 1M Per Accident                                   |               |
| Choose an item.    |                             |   |               |
| Choose an item.    |                             |   |               |
| Choose an item.    |                             |   |               |
| Choose an item.    |                             |   |               |
| Choose an item.    |                             |   |               |

**Date/Time/Comments:** 02/17/17 Rick Kahler Agreement is for lease of property to Creative Pinellas. Lease indicates County is responsible for maintenance, insurance and upkeep of property. Edited Exhibit B insurance requirements to indicate new minimum for workers comp. Lease has indemnity wording in favor of County

**NOTES:**

Creative Pinellas is a non-profit organization whose mission is to facilitate a vibrant, integrated, collaborative and sustainable Pinellas County Arts Community. Under F.S. 125.38, the Board of County Commissioners (BCC) is permitted to non-competitively lease or sell real or personal property to a qualified not-for-profit organization that promotes community interest and welfare.

The lease premises consist of 5,500 square feet of office space. Creative Pinellas is leasing the space in "as-is" condition.

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| <b>Initial Reviewer:</b><br>Rick Kahler                  | <b>Date</b><br>2/17/2017     |
| <b>Approved By:</b><br>GWhite                            | <b>//Date//</b><br>2/17/2017 |
| <b>Final Approval:</b><br>Virginia E. Holscher, Director | <b>Date</b><br>2/21/2017     |