

**THE SAN RAFAEL CITY ELEMENTARY SCHOOL DISTRICT**  
**FACILITY USE AGREEMENT**  
**EARLY HEAD START PROGRAM**  
**(COMMUNITY ACTION MARIN / HEAD START)**

THIS AGREEMENT, entered into on the 22<sup>nd</sup> day of June 2015, between the SAN RAFAEL CITY SCHOOL DISTRICT (hereinafter "District") and COMMUNITY ACTION MARIN (hereinafter "CAM).

**WITNESSETH**

**WHEREAS**, the District owns, operates and maintains certain property located at 185 Mission Street, San Rafael, CA 94901; and

**WHEREAS**, the District is willing and CAM desires to use the property for childcare purposes, as authorized by the Civic Center Act (Education Code section 38130, et seq.) and according to the terms and conditions stated herein.

**NOW, THEREFORE, DISTRICT AND CAM AGREE** as follows:

1. **PREMISES:** The District hereby leases to CAM, and CAM hereby hires from the District the premises and facilities known as Building K, and located at San Rafael High School, 185 Mission Avenue, San Rafael, CA , County of Marin, State of California (hereafter "Premises"). Included in this Agreement are the fixtures affixed to the Premises.
2. **TERM:** The term of this Agreement will be for one (1) year and shall commence on July 1, 2015 and shall terminate on June 30, 2016.
3. **TERMINATION:** Either party may terminate this Agreement for any reason on two (2) months' written notice of termination to the other party.
4. **RENT:** As rent for the Premises and fixtures, CAM shall pay the District the sum of One dollar (\$1.00) per year. The payment shall be made annually in one lump sum at the beginning of the Agreement.
5. **USE OF PREMISES:** The Premises are leased to CAM for the purpose of providing child care services in accordance with the terms and conditions of this Agreement. CAM shall not use or permit the Premises to be used for any other purpose without the prior written consent of the District. CAM shall solely be responsible for the control and supervision of the Premises when being used by CAM. CAM shall maintain the Premises in a safe and clean condition. In the event that CAM or any of its employees, officers, agents, customers, guests or invitees cause destruction or damage to District's property, CAM shall be liable for the amount necessary to repair the damages, and such destruction or damage shall be grounds to terminate this Agreement at District's election.

CAM understands that its use of the Premises is not exclusive and is granted in joint with the District and/or other lessees, permittees, or invitees approved by the District. CAM further agrees that its use of the Premises will not cause



interference with the use of San Rafael High School by District or other District-approved lessees, permittees, or invitees and that any interference by CAM, as determined by the District, shall be grounds for termination of this Agreement.

6. **TITLE TO PROPERTY:** The parties acknowledge that title to the Premises is held by the District and shall be unaffected by this Agreement.

7. **UTILITIES:** The District shall directly pay all water, gas, heat, light, power, and other utility services supplied to the Premises not including data or phone. On a quarterly basis, CAM shall pay its prorated share of utility costs, based upon its usage of the overall square footage.

8. **ACCESS:** The District reserves the right to enter and inspect the Premises at any time, provided however, that the District will give advance notice of its intent to enter whenever reasonably possible.

9. **PROGRAM STAFFING AND BACKGROUND VERIFICATION:** CAM represents that it is duly licensed to administer and operate its programs, and at District request, CAM shall provide copies of relevant certification(s). CAM shall be solely responsible for the administration and operation of its programs, including the hiring of all employees. CAM shall be responsible for verifying the qualifications, credentials, certificates, and licenses of its staff, agents, consultants and/or subcontractors who may provide services in conjunction with the CAM's activities on the Premises.

10. **FINGERPRINTING AND CRIMINAL BACKGROUND VERIFICATION:** Unless the District determines that the CAM, its employees, agents, subcontractors, invitees, and/or volunteers will have limited and/or no contact with District students, CAM shall be responsible for ensuring compliance with all applicable fingerprinting and criminal background investigation requirements described in Education Code section 45125.1, which may be met under the fingerprinting provisions of Title 22 of the California Code of Regulations and applicable provisions of the California Health and Safety Code relevant to community care facility licensing (Health & Safety Code, § 1500 et seq.). CAM shall provide in writing verification of compliance with the aforementioned fingerprinting and criminal background investigation requirements to District prior to each individual's commencement of employment or participation in any CAM activity and prior to permitting contact with any pupils.

9. **MAINTENANCE AND REPAIRS:** CAM shall keep and maintain the Premises and fixtures reasonably clean and in good condition and repair at its own cost and expense, unless otherwise provided in Section 12 below. Additionally, CAM shall keep and maintain any leased fixtures and personal property in good condition and repair, at its own cost and expense.

District shall assume full responsibility for all repair and maintenance costs relating to the roof maintenance. District shall be responsible for all other major structural maintenance such as boilers, major plumbing and electrical. District shall maintain the grounds in the same manner as the property of the District.



10. **SAFETY INSPECTIONS:** CAM shall conduct safety inspections as required by District or District's representative. CAM shall implement safety requirements as instructed by District or District's representative.

11. **CAPITAL IMPROVEMENTS AND MAJOR REPAIRS:** In the event the Premises are declared unfit for human occupancy or for the uses intended by this Agreement because of structural defects, or any other reasons, by any governmental agency, then the District may, at its election, make such repairs as may be necessary to bring the Premises into compliance. In the event that the repairs are not feasible or practicable, the parties may terminate the Agreement, and CAM shall be relieved of any further obligation under this Agreement effective on the date that CAM terminates its use of the Premises for the purposes stated in this paragraph.

12. **SURRENDER AT THE END OF TERM:** CAM agrees that, upon termination of this Agreement, it will surrender possession of the Premises, including any fixtures, to the District in a neat and clean condition, and in a good state of repair, excepting only for reasonable use and wear thereof, damage by fire, acts of nature, or the elements.

13. **ALTERATIONS AND MECHANICS LIENS:** CAM shall not make any alterations or additions to the Premises without the prior written consent of the District, and any permanent alterations or additions made to the Premises or fixtures shall become at once a part of the realty and belong to the District. CAM shall keep the Premises free from any liens arising out of any work performed, materials furnished, or obligations incurred by CAM.

14. **CAM's PROPERTY:** The District shall have no duty or responsibility for the protection, safeguarding, care or storage of any personal property of CAM, nor shall District be liable for any damage to personal property used or left on the Premises or any surrounding District property by CAM or CAM's employees, agents, contractors, customers, guests or invitees, including but not limited to damage caused by fire, earthquake, acts of nature, vandalism, or burglary.

15. **INDEMNITY:** It is agreed that CAM shall defend, hold harmless and indemnify the District, its Board of Trustees, the members of its Board of Trustees, its other officers, employees and agents from any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this Agreement and which result from the negligent acts or omissions of CAM, its officers, employees, customers, guests, or invitees.

The duty of CAM to indemnify and save harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

16. **INSURANCE:** CAM shall carry at its expense and shall provide the District with proof of public liability and property damage insurance in an amount satisfactory to District, provided that such insurance shall not be less than One



Million Dollars (\$1,000,000.00) combined single limit for bodily injury and property damage. CAM shall be named as primary insured for the requested usage and the District, its Board of Trustees, the members of its Board of Trustees, officers, employees and agents, shall be named on as additional insured. CAM shall file Certificates of Insurance with the District prior to the use of the District's premises.

17. **ASSIGNMENT OR SUBLETTING:** CAM shall not assign this Agreement, or any interest therein, and shall not sublet the Premises or any part thereof, or any right or privilege appurtenant thereto, or suffer any other person (the agents and servants of CAM excepted) to occupy or use the Premises, or any portion thereof, without the prior written consent of the District.

18. **INDEPENDENT CONTRACTORS:** This Agreement is made between independent contractors. Nothing in this permit shall be deemed any employment, joint venture or any other agency relationship between the District and CAM.

19. **SURRENDER OF AGREEMENT NOT MERGER:** The voluntary or other surrender of this Agreement by CAM or mutual cancellation thereof, shall not work a merger, and shall, at the option of the District, terminate all or any existing subleases or subtenancies, or may at the option of the District, operate as an assignment to them or any or all such subleases and subtenancies.

20. **SIGNS:** Any sign or label placed on the Premises, fixtures or equipment shall be removed by CAM at the expiration of this Agreement, and any damage to the Premises caused by the removal or installation of the sign shall be paid by CAM.

21. **HOLDING OVER:** Any holding over after the expiration of the terms of this Agreement, with the consent of the District, shall be construed to be a tenancy from month to month on the same terms and conditions herein specified, including the same rental amount stated above, unless otherwise agreed by the parties in writing.

22. **NOTICES:** Any notices provided for herein shall be deemed delivered when delivered personally to the other party or when delivered by certified mail, return receipt requested, addressed as follows:

For District:	San Rafael City School District Business Office 310 Nova Albion Way San Rafael, CA 94903
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For CAM:	Community Action Marin 29 Mary Street Novato, CA 94901
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23. **ENTIRE AGREEMENT OF PARTIES:** This Agreement constitutes the entire agreement between the parties and supersedes all prior discussions,



negotiations and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both parties.

24. **CALIFORNIA LAW:** This Agreement shall be governed by and the rights, duties and obligations of the parties shall be determined and enforced in accordance with the laws of the State of California. The parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Marin County, California.

25. **ATTORNEYS' FEES:** If either party files any action or brings any proceedings against the other arising out of this Agreement, the prevailing party shall be entitled to recover, in addition to its costs of suit and damages, reasonable attorneys' fees to be fixed by the court. The "prevailing party" shall be the party who is entitled to recover its costs of suit, whether or not suit proceeds to final judgment. No sum for attorneys' fees shall be counted in calculating the amount of a judgment for purposes of determining whether a party is entitled to its costs or attorneys' fees.

26. **WAIVER:** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

27. **SUCCESSORS AND ASSIGNS:** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors, and assigns.

28. **COUNTERPARTS:** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

29. **CAPTIONS:** The captions contained in this Agreement are for convenience only and shall not in any way affect the meaning or interpretation hereof nor serve as evidence of the interpretation hereof, or of the intention of the parties hereto.

30. **SEVERABILITY:** Should any provision of this Agreement be determined to be invalid, illegal or unenforceable in any respect, such provision shall be severed and the remaining provisions shall continue as valid, legal and enforceable.

31. **INCORPORATION OF RECITALS AND EXHIBITS:** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

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**IN WITNESSETH WHEREOF,** the parties through their duly authorized agents have affixed their hands,



SAN RAFAEL CITY SCHOOL DISTRICT

DATED: \_\_\_\_\_

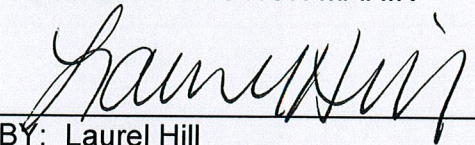
BY: Natu Tuatagaloa  
President, Board of Education

ATTESTED:

BY: Christine Thomas  
Chief Business Official

COMMUNITY ACTION MARIN

DATED: 6/15/15

  
BY: Laurel Hill  
Executive Director

THIS AGREEMENT IS NOT VALID UNTIL SIGNED BY BOTH PARTIES.