# Official State of Colorado logo with Department of Personnel and Administration

# Document Instructions for Users

Gross Lease Agreement - Improved Real Property

This template has been reviewed and approved by the Attorney General and State Controller's offices. Any variations must be kept to a minimum as much of the language is required by the State of Colorado Constitution, State Statutes or policies. This Gross Lease Agreement is suitable for most commercial leasing requirements.

All additions to this form must be in **bold type**. All deletions must be shown by ~~strike-through~~. This will allow reviewers of the lease to immediately determine if and where the lease differs from the standard form. When the wording is expected to be significantly changed to accommodate the agreement reached between the parties, the proposed language should be sent to Real Estate Programs for review and pre-approval.

All fields that require user input are marked with **[bold, bracketed text]**. When adding information, replace the entire field (i.e., remove the brackets). Terms and conditions unique to the particular lease should be succinctly stated under Additional Provisions (Article 27) in **bold type**. If a State Broker is utilized in negotiations, the broker should prepare this Lease Agreement.

This document contains a rent table in Article 1B. Rent Term Dates should be broken out by fiscal year, so that the appropriations can be easily seen broken out by fiscal year.

Users should consult The Real Estate Program Policies and Procedures Manual for program guidance (<https://osa.colorado.gov/real-estate/policies-and-procedures>). General principles of law, and specific related laws, also apply (i.e., contract law, real estate law, agency and partnership law).

Delete this page prior to contract finalization.

**State of Colorado**

**Department of Personnel and Administration**

**Office of the State Architect**

**Real Estate Programs**



# Gross Lease Agreement - Improved Real Property

Landlord: **[Insert Landlord’s Name]**

Tenant: **[Insert Tenant’s Name]**

Location: **[Insert Location]**

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**Gross Lease Agreement  
Improved Real Property**

THIS LEASE AGREEMENT (“Lease”) entered into by and between **[Insert LANDLORD NAME]** whose address or principal place of business is **[Insert LANDLORD ADDRESS]**, hereinafter referred to as "Landlord", and THE STATE OF COLORADO (the “State”), acting by and through the Department of **[Insert TENANT NAME]** whose address is **[Insert TENANT ADDRESS]**, hereinafter referred to as "Tenant". Both Landlord and Tenant may be referred to individually as a “Party”, and shall collectively hereinafter be referred to as “Parties” to this Lease.

WITNESSETH:

WHEREAS, Landlord is willing to lease the Premises, defined herein, and Tenant desires to lease the Premises pursuant to the terms of this Lease; and

WHEREAS, Authority to enter into this Lease exists in the Law, and funds have been budgeted, appropriated and otherwise made available and a sufficient unencumbered balance thereof remains available for payment. Required approvals, clearance and coordination have been accomplished from and with appropriate agencies.

NOW, THEREFORE, in consideration of the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

## Premises, Term, Rent.

1. Landlord hereby leases and demises unto Tenant the Premises, hereinafter referred to as "Premises" within the building located at **[Insert LEASED ADDRESS]**, hereinafter referred to as "Building" (including land, improvements and other rights appurtenant thereto). The Premises, known and described as **[Insert LEASED DESCRIPTION]**, includes approximately **[Insert RENTED SQUARE FEET IN TEXT AND NUMBER FORMAT]** rentable square feet; the Premises as attached hereto and incorporated by reference herein as "Exhibit A".
2. TO HAVE AND TO HOLD the same, together with all appurtenances, unto Tenant, for the term beginning the later of **[Insert LEASE BEGIN DATE]** or the date the Colorado State Controller approves the Lease (“Commencement Date”), and ending **[Insert LEASE END DATE]**, at and for a monthly rental (the “Monthly Rent”) for the full term as shown below:

**[Insert RENTED SQUARE FEET IN NUMBER FORMAT] sq. ft.**

| **Term Dates (by Fiscal Year)** | **Negotiated**  **Annual**  **Rent**  **RSF** | **Real Estate Property**  **Taxes RSF****[[1]](#footnote-1)** | **Adjusted Annual**  **Rent RSF**\* | **Monthly Rent**\* | **Fiscal Year Term Rent**\* |
| --- | --- | --- | --- | --- | --- |
|  | **$** | **($)** | **$** | **$** | **$** |
|  | **$** | **($)** | **$** | **$** | **$** |
|  | **$** | **($)** | **$** | **$** | **$** |

* 1. § 39-3-124, C.R.S., exempts real property leased by the State of Colorado from the levy and collection of property taxes. Therefore, the Adjusted Annual Rent/RSF as shown above does not include the Taxes known at the time of drafting of $**[Insert REAL ESTATE PROPERTY TAX]**/RSF or any tax based upon real property as defined and required by Article 15; when the current year Taxes are known, the Monthly Rent payment shall be adjusted accordingly.
  2. At the Commencement Date, Tenant will have on account for its benefit a rent credit in the amount of $**[Insert AMOUNT]** pursuant to Exhibit C attached hereto and incorporated by reference herein. Such amount shall be applied against Rent, Tenant Improvements, and/or Furniture Fixtures & Equipment at the sole discretion of and request by Tenant.

1. The Premises are to be used and occupied as general office space. Payment of the Monthly Rent shall be made on the first of each month during the term hereof, to Landlord at: **[Insert PAYMENT ADDRESS]**
2. Or at such place as Landlord from time to time designates by notice as provided herein, subject to the limitations and conditions set forth in Article 11 Fiscal Funding, Article 12 Federal Funding, or Article 20 Collocation, herein.
3. If the term herein commences on a day other than the first day of a calendar month, then Tenant shall pay to Landlord the rental for the number of days that exist prior to the first day of the succeeding month and the first month of the Lease shall be the first full calendar month Tenant is in occupancy of the Premises.

## Services.

1. Landlord Provided Services: Landlord shall provide to Tenant during the occupancy of said Premises, as a part of the rental consideration, the following services comparable to those provided by other office buildings of similar quality, size, age and location, in the **[Insert SUBMARKET AREA]** submarket. The services shall include but not necessarily be limited to the following:

### Services to Premises.

* + 1. Heat, ventilation and cooling as required for the comfortable use and occupancy of the Premises during normal business hours. Landlord shall at all times be responsible for providing heat, ventilating and air conditioning (HVAC) services in quantities and distributions sufficient for Tenant’s use of the Premises, including rebalancing of the HVAC distribution system as necessary, and also including service, repair and/or replacement (which replacement shall be considered a capital improvement) of equipment, parts and accessories for the HVAC units and systems serving the Premises. Landlord shall ensure that the HVAC capacity provided to service the Building is sufficient to maintain year round temperatures within the 70°F-74°F range in the Premises;
    2. Landlord shall provide Building-standard janitorial services. Janitorial services shall be provided a minimum of five (5) times per week, except legal holidays, and include all supplies and materials. Interior and exterior window washing shall be completed a minimum of two (2) times per year.
    3. Provide and pay for electric power as supplied by the local utility company.
    4. Replacement of Building standard lighting.

### Building Service.

* + 1. Domestic running water and necessary supplies in washrooms sufficient for the normal use thereof by occupants in the Building;
    2. Access to and egress from the Premises, including elevator service maintenance, repair and replacement customary for buildings of similar age and quality, if included in the Building;
    3. Snow removal, sidewalk repair and maintenance, landscape maintenance, pest control, and trash removal services;
    4. HVAC, lighting, electric power, domestic hot and cold running water and janitorial service in those areas of the Building designated by Landlord for use by Tenant, in common with all tenants and other persons in the Building during normal business hours, but under the exclusive control of Landlord;
    5. A general directory board on which Tenant shall be entitled to have its name shown, provided that Landlord shall have exclusive control thereof and of the space thereon to be allocated to each Tenant;
    6. Landlord shall at all times be responsible for paying real estate taxes and assessments, including real property taxes, special improvement district taxes or fees or other special district taxes or charges for which Tenant is not eligible for a tax exemption, subject to Article 15. Tenant shall be responsible for all taxes and assessments on Tenant’s personal property, if any.

### Maintenance, Repair and Replacement.

* + 1. Landlord shall operate, maintain, repair and replace the systems, facilities and equipment necessary for the proper operation of the Building and for provision of Landlord’s services under Article 2A.1) and 2) above and shall maintain and repair the foundations, structure and roof of the Building and repair damage to the Building which Landlord is obligated to insure against under this Lease.

### Additional Services.

* + 1. Maintenance of parking lot and/or structure, maintenance of the external lighting devices for the Building parking lot and/or structure. Maintenance, repair and replacement of Tenant Improvements for damage caused by shifting of or leaking around the foundation or of any other structural aspect or system of the Building.
    2. Maintain the Premises in good repair and in tenantable condition during the term of this Lease. Landlord shall have the right to enter the Premises at reasonable times for the purpose of making necessary inspections, repairs or maintenance.
    3. The “normal business hours” of operation of the Building shall be from 7:00 a.m. to 6:00 p.m. Monday through Friday and 8:00 a.m. to 2:00 p.m. on Saturdays, excepting legal holidays, which shall include New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas. Landlord shall provide additional hours of operation for the Premises upon 24 hours prior notice to Landlord from Tenant at no additional cost to Tenant.

### Tenant Provided Services: None.

## Interruption of Services.

Notwithstanding anything in this Lease to the contrary, if there is an interruption in essential services to the Premises (including, but not limited to HVAC, electrical service, elevator service), and such interruption continues for a period of five (5) consecutive days, Tenant shall be entitled to an abatement of rent for the period that such services are not provided to the extent that such interruption interferes with the use of the Premises by Tenant. If such interruption continues for a period of ninety (90) days, Tenant may cancel and terminate this Lease without penalty.

## Work Requirements.

**[Checkbox 1]** Tenant shall take the Premises without Tenant Improvements unless otherwise specified herein;

**OR**

**[Checkbox 2]** Prior to the Premises being occupied by Tenant, Landlord agrees to the tenant improvements described in Exhibit D, attached hereto and made a part hereof. All tenant finish alterations in the Premises, now and hereafter undertaken, shall be designed and constructed in accordance with the technical design specifications of the Uniform Federal Accessibility Standards, latest edition.

## Landlord’s Representations.

1. Landlord represents that either:

**[Checkbox 1]** no "asbestos response action", pursuant to that portion of the Colorado Air Quality Control Commission, Regulation 8 entitled Emission Standards for Asbestos, hereafter referred to as "Regulation 8", is contemplated as a part of the tenant finish for this Lease; or

**[Checkbox 2]** in the event that an "asbestos response action" is contemplated as a part of the tenant improvements for this Lease, Landlord agrees to fully cooperate with Tenant in Tenant's exercise of its duties and responsibilities in accordance with Section V of Part B of Regulation 8.

1. Landlord, in Landlord's sole opinion, represents that with respect to this Lease and the Premises, the Building meets the requirements of the Americans with Disabilities Act.
2. Landlord must meet all local codes and regulations with regard to fire and life safety during the term of the State of Colorado’s occupancy of the Premises as mandated by local authorities.

## Landlord’s Ownership.

Landlord warrants and represents itself to be the owner, or the authorized representative or agent of the owner, of the Premises in the form and manner as stated herein. During the term of this Lease Landlord covenants and agrees to warrant and defend Tenant in the quiet, peaceable enjoyment and possession of the Premises. In the event of any dispute regarding Landlord's ownership, upon request from and at no cost to Tenant, Landlord shall immediately, furnish proof thereof by delivering to Tenant an "Ownership and Encumbrance Letter" issued by a properly qualified title insurance company.

## Lease Agreement.

Tenant shall have the right to assign or sublease its interest under this Lease or portion thereof to a State agency or a State institution of higher education. Such arrangement will be memorialized in an amendment to this lease. Tenant shall not otherwise assign this Lease or sublet the Premises, except to a desirable tenant for a similar use and purpose, and will not permit the use of said Premises to anyone, other than Tenant, its agents or employees, without the prior written consent of Landlord, which consent shall not be unreasonably withheld, conditioned, or delayed.

## Eminent Domain, Termination of Lease.

If the Premises are taken via eminent domain, in whole or in part, then either Party may cancel and terminate this Lease and the current rent shall be properly apportioned to the date of such taking. In such event the entire damages which may be awarded shall be apportioned between Landlord and Tenant, as their interests appear.

## Damage and Destruction.

If the Premises are rendered uninhabitable or unfit for Tenant's purposes by fire, natural disaster, or other casualty, and the Premises cannot be repaired within a reasonable amount of time as mutually and reasonably determined by both Parties, this Lease will immediately terminate and no rent shall accrue from the date of such fire or casualty. If the Premises are damaged by fire, natural disaster, or other casualty so that there is partial destruction of such Premises or such damage as to render the Premises partially uninhabitable or partially unfit for Tenant's purposes, Tenant may, within five (5) days of such occurrence, terminate this Lease by giving written notice to the Landlord. Such termination shall be effective not less than fifteen (15) days from the date of mailing of the notice. Rent shall be apportioned to the effective date of termination.

## Holding Over.

The Lease shall be extended on a month-to-month basis if Tenant fails to vacate the Premises upon expiration or sooner termination of this Lease. The rent to be paid by Tenant during such continued occupancy shall be the same being paid by Tenant as of the date of expiration or sooner termination, subject to Article 15. Landlord and Tenant each hereby agree to give the other Party at least thirty (30) days written notice prior to termination of any holdover tenancy.

## Fiscal Funding.

1. As set forth in State of Colorado Fiscal Rules and Article 23B. below, this Lease is dependent upon the continuing availability of funds beyond the term of the State's current fiscal period ending upon the next succeeding June 30, as financial obligations of the State of Colorado payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available. While the act of appropriation is a legislative act, Tenant will take appropriate actions under the laws applicable to Tenant to timely and properly budget for, request of and seek and pursue appropriation of funds from the General Assembly of the State of Colorado permitting Tenant to make payments required hereunder during the period to which such appropriation applies. If funds are not appropriated, this Lease shall terminate upon the exhaustion of such appropriation, with no penalty or additional cost to Tenant. Tenant shall notify Landlord of such non-allocation of funds by sending written notice thereof to Landlord forty-five (45) days prior to the effective date of termination.
2. Tenant’s obligation to pay rent hereunder constitutes a current expense of Tenant payable exclusively from Tenant's funds and shall not in any way be construed to be a general obligation indebtedness of the State of Colorado or any agency or department thereof within the meaning of any provision of §§ 1,2,3,4, or 5 of Article XI of the Colorado Constitution, or any other constitutional or statutory limitation or requirement applicable to the State concerning the creation of indebtedness. Neither Tenant, nor Landlord on its behalf, has pledged the full faith and credit of the State, or any agency or department thereof to the payment of the charges hereunder, and this Lease shall not directly or contingently obligate the State or any agency or department thereof to apply money from, or levy or pledge any form of taxation to, the payments due hereunder.

## Federal Funding.

If any or all funds for payment of this Lease are provided by the Federal Government, this Lease is subject to and contingent upon the continuing availability of Federal funds, and if such funds are not made available, Tenant may unilaterally terminate this Lease at the end of any month after providing ninety (90) days written advance termination notice to Landlord.

## Notice.

Any notice required or permitted by this Lease may be delivered in person or sent by registered or certified mail, return receipt requested, to the Party at the address as hereinafter provided, and if sent by postal mail it shall be effective when posted in the U.S. Mail Depository with sufficient postage attached thereto:

**[Insert LANDLORD MAILING ADDRESS:]**

**[Insert TENANT MAILING ADDRESS:]**

With a copy to:

Office of the State Architect

Real Estate Programs

1525 Sherman Street, Suite 500

Denver, CO 80203

Notice of change of address shall be treated as any other notice.

## Consent.

Unless otherwise specifically provided, whenever consent or approval of Landlord or Tenant is required under the terms of this Lease, such consent or approval shall not be unreasonably withheld or delayed and shall be deemed to have been given if no response is received within thirty (30) days of the date the request was made. If either Party withholds any consent or approval, such Party shall, after written request, deliver to the other Party a written statement giving the reasons therefore.

## Tenant’s Tax Exempt Status.

The Parties acknowledge § 39-3-124(1)(b), C.R.S., exempts the Premises from levy and collection of property tax including Assessed Tax, Special Assessment Tax, Maintenance District, Local Improvement Assessment, Fees and Interest (collectively “Taxes”) while leased by Tenant for State purposes and that Landlord shall not receive a levy for property taxes from the County Assessor on the Premises occupied by Tenant during the term of the Lease and any extensions thereof. Tenant shall timely file a copy of the Lease, and any extensions or amendments thereof, with the County Assessor. If the Lease terminates prior to the end date provided for in Article 1B., or any extension or amendments thereof (early termination), Tenant shall timely file notice of the early termination date with the County Assessor.

Tenant's Monthly Rent obligation, per Article 1B, shall be decreased by the amount of the reduction in Taxes on a monthly prorated basis. So long as Landlord receives an abatement of Taxes from the County Assessor, by reason of Tenant’s operation as an agency or department of the State of Colorado:

1. Tenant shall receive a credit against its Monthly Rent beginning with the Commencement Date based upon the latest tax information known at the time the lease is prepared for execution. This credit shall be reconciled upon the availability of the tax information for the relevant tax year; and
2. Beginning with the availability of the tax information for the relevant tax year Tenant shall receive an on-going credit against its Monthly Rent which shall be reconciled annually.

## Tenant Liability Exposure.

Notwithstanding any other provision of this Lease to the contrary, no term or condition of this Lease shall be construed or interpreted as a waiver of any provision of the Colorado Governmental Immunity Act, § 24-10-101, *et seq*., C.R.S. Liability for claims for injuries to persons or property arising out of the negligence of the State of Colorado, its departments, institutions, agencies, boards, officials and employees is controlled and limited by the provisions of § 24-10-101, *et seq*., C.R.S. and § 24-30-1501, *et seq*., C.R.S. All provisions of this Lease are controlled, limited and otherwise modified to limit any liability of Tenant in accordance with the foregoing cited statutes.

## Security Deposit.

Tenant shall not provide a security deposit to Landlord.

## Insurance.

1. Landlord Insurance. Landlord and Landlord’s contractors shall carry and maintain the following insurance coverage with respect to the Premises during the Lease term:
   1. Commercial General Liability Insurance covering operations by, or on behalf of, Landlord on an occurrence basis against claims for bodily injury, property damage and personal injury liability with minimum limits of (a) $1,000,000 each occurrence; (b) $2,000,000 general aggregate; (c) $2,000,000 products and completed operations aggregate.
   2. Property Insurance covering the Building, including the Premises, its equipment, and Landlord’s interest in improvements and betterments on an "All Risk" basis, including where appropriate the perils of Flood and Earthquake. Coverage shall be written with a Replacement Cost valuation and include an agreed value provision. The deductible amount shall not exceed $25,000 unless approved by Tenant. The policy shall also include a rental income extension.
   3. Workers' Compensation Coverage for employees of Landlord as required by law and employer's liability insurance.
   4. All policies shall be written with carriers approved to do business in the State of Colorado with an A.M. Best Rating of at least A- VII and shall contain a Waiver of Subrogation on behalf of Tenant. The above insurance policies shall include provisions preventing cancellation or non-renewal without at least thirty (30) days prior notice to Landlord and Landlord shall forward such notice to the State within seven (7) days of Landlord’s receipt of such notice. Landlord shall provide Tenant certificates of Insurance confirming renewal of the coverage at least fifteen (15) days prior to expiration.
2. Tenant Insurance. Tenant shall provide insurance on its inventory, equipment, and all other personal property located on the Premises against loss resulting from fire or other casualty at Tenant’s sole cost. Tenant shall have the right to provide such insurance under a self-insurance program, or, at any time during the term of this Lease, to provide such insurance through an insurance company. With respect to general liability, Tenant is self-insured in accordance with the provisions of the Colorado Governmental Immunity Act set forth at § 24-10-101, *et seq*., C.R.S. and the Colorado Risk Management Act, § 24-30-1501, *et seq*., C.R.S.

## Conveyance, Assignment, Attornment, and Non-Disturbance.

1. If Landlord assigns this Lease or if the Premises are sold, transferred or conveyed, (all collectively called “Assignment”), within ten (10) days of the Assignment of the Lease, Landlord shall provide Tenant notice thereof pursuant to Article 13 of this Lease in a form substantially in conformity with that described in Exhibit B. Said notice shall include the name and address of the New Landlord (any assignee of this Lease, or any purchaser of the Premises, or any other successor owner or assignee of Landlord through foreclosure or deed in lieu of foreclosure (the “New Landlord”)), the New Landlord’s Social Security or Federal Employer’s Identification Number, and documentation evidencing the Lease Assignment, whether it be an assignment and assumption of Lease, deed or other transfer.
2. If Landlord fails to provide Tenant the notice of Assignment provided for in the preceding paragraph A. and Tenant receives written notice from a third-party claiming to be the New Landlord under a transaction constituting an Assignment of Lease, and the New Landlord provides Tenant the evidence of transfer specified in paragraph A., Tenant shall provide Landlord written notice of the New Landlord’s claim at the address provided for in Article 13. If Landlord does not contest the New Landlord’s claim in writing to Tenant within ten (10) days from the date of Tenant’s written Notice to Landlord, Tenant may recognize the New Landlord as Landlord under the Lease and shall thereafter pay the monthly rent and other obligations under the Lease to the New Landlord and Landlord shall have waived any further rights under the Lease and shall be barred from further rights thereunder, including, but not limited to, the right to receive rent. In addition, any Tenant audit rights (see Article 26C.4)) which resulted in a monetary obligation due the Tenant shall then become the full responsibility of the New Landlord.
3. The New Landlord’s title, right and interest in the Premises, however acquired, shall be subject to all Lease provisions, including, not limited to, the non-disturbance of Tenant’s possession of the Premises and Tenant shall recognize the New Landlord as Landlord under the Lease. Tenant’s attornment to the New Landlord shall not waive any rights of Tenant against the prior Landlord. All payments previously made by Tenant to the prior Landlord and all other previous actions taken by Tenant under the Lease shall be considered to have discharged those obligations of Tenant under the Lease. The New Landlord’s acceptance of the rent payment provided for in the Lease shall constitute the New Landlord’s assumption of the Lease and obligations of the Landlord’s thereunder.

## Collocation.

If the State builds, leases, or otherwise acquires a building for the purpose of collocating in one area, State agencies, State institutions of higher education, or sections, divisions, or functional groups within the State, or designates an existing State or political subdivision thereof real property interest for such collocation of Tenant, this Lease may be terminated by Tenant by giving written notice to Landlord not less than sixty (60) days prior to Tenant’s intent to vacate and terminate the Lease. Following the date of such termination stated in the written notice to Landlord, Tenant shall not be liable to perform any of its obligations under this Lease, including, but not limited to rental payments, following the date of such termination.

## Independent Contractor.

Subject to 4 CCR § 801-2, The Landlord shall perform its duties hereunder as an independent contractor and not as an employee. Neither Landlord nor any agent or employee of Landlord shall be or shall be deemed to be an agent or employee of the State. Landlord shall pay when due all required employment taxes and income tax and local head tax on any monies paid by the State pursuant to this Lease. Landlord acknowledges that Landlord and its employees are not entitled to unemployment insurance benefits unless Landlord or third party provides such coverage and that the State does not pay for or otherwise provide such coverage. Landlord shall not have authorization, express or implied, to bind the State to any agreements, liability, or understanding except as expressly set forth herein. Landlord shall provide and keep in force Workers’ Compensation (and provide proof of such insurance when requested by the State) and unemployment compensation insurance in the amounts required by law, and shall be solely responsible for the acts of Landlord, its employees and agents.

## No Violation Of Law.

1. The signatories hereto aver that they are familiar with § 18-8-301, *et seq*., C.R.S. (Bribery and Corrupt Influences) and § 18-8-401, *et seq*., C.R.S. (Abuse of Public Office), and that no violation of such statutes has occurred under this Lease.
2. Landlord, if a natural person eighteen (18) years of age or older, hereby swears and affirms under penalty of perjury that he or she (a) is a citizen or otherwise lawfully present in the United States pursuant to federal law, (b) shall comply with the provisions of § 24-76.5-101, *et seq*., C.R.S. and (c) has produced one (1) form of identification required by § 24-76.5-103, C.R.S. prior to the effective date of this Lease.

## Colorado Special Provisions.

1. Controller's Approval. § 24-30-202 (1), C.R.S. This contract shall not be valid until it has been approved by the Colorado State Controller or designee.
2. Fund Availability. § 24-30-202 (5.5), C.R.S. Financial obligations of the State payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available.
3. Choice of Law. Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Lease. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. Any provision incorporated herein by reference which purports to negate this or any other Special Provision in whole or in part shall not be valid or enforceable or available in any action at law, whether by way of complaint, defense, or otherwise. Any provision rendered null and void by the operation of this provision shall not invalidate the remainder of this contract, to the extent capable of execution. The Landlord shall strictly adhere to all applicable federal and State laws, rules, and regulations that have been or may hereafter be established, including those dealing with discrimination and unfair employment practice, in performing its obligations under the Lease.
4. LANDLORD/VENDOR OFFSET. Subject to § 24-30-202.4 (3.5), C.R.S, and § 24-30-202 (1), C.R.S. the State Controller may withhold payment under the State’s vendor offset intercept system for debts owed to State agencies for: (a) unpaid child support debts or child support arrearages; (b) unpaid balances of tax, accrued interest, or other charges specified in § 39-21-101, *et seq*., C.R.S.; (c) unpaid loans due to the Student Loan Division of the Department of Higher Education; (d) amounts required to be paid to the Unemployment Compensation Fund; and (e) other unpaid debts owing to the State as a result of final agency determination or judicial action.
5. EMPLOYEE FINANCIAL INTEREST. Subject to § 24-18-201, C.R.S., and § 24-50-507, C.R.S., The signatories aver that to their knowledge, no State employee has any personal or beneficial interest whatsoever in the service or property described herein.

## Broker Representation.

Landlord and Tenant acknowledge that **[Insert LANDLORD BROKER]** is acting as a Landlord Agent on behalf of Landlord in this transaction and **[Insert TENANT BROKER]** is acting as a Tenant Agent on behalf of Tenant in this transaction. Further, Landlord and Tenant acknowledge that in consideration of **[Insert** **TENANT AGENT]** acting as a Tenant Agent on behalf of the State of Colorado in this transaction, it will receive a leasing commission by separate agreement with **[Insert LANDLORD AGENT]**.

## General Provisions.

1. Binding Effect. All provisions herein contained, including the benefits and burdens, shall extend to and be binding upon the Parties’ respective heirs, legal representatives, successors, and assigns.
2. Captions. The captions and headings in this Lease are for convenience of reference only, and shall not be used to interpret, define, or limit its provisions.
3. Construction Against Drafter. In the event of an ambiguity in this Lease the rule of Lease construction that ambiguities shall be construed against the drafter shall not apply and the Parties hereto shall be treated as equals and no Party shall be treated with favor or disfavor.
4. Counterparts. This Lease may be executed in multiple identical original counterparts, all of which shall constitute one agreement.
5. Entire Understanding. This Lease represents the complete integration of all understandings between the Parties and all prior representations and understandings, oral or written, are merged herein. Prior or contemporaneous additions, deletions, or other changes hereto shall not have any force or effect whatsoever, unless embodied herein.
6. Jurisdiction and Venue. All suits or actions related to this Lease shall be filed and proceedings held in the State of Colorado and exclusive venue shall be in the City and County of Denver.
7. Modification.
   1. By the Parties. Except as specifically provided in this Lease, modifications hereof shall not be effective unless agreed to in writing by the Parties in an amendment hereto, properly executed and approved in accordance with applicable Colorado State law, State Fiscal Rules, and Office of the State Controller Policies, including, but not limited to, the policy entitled MODIFICATION OF LEASES - TOOLS AND FORMS.
   2. By Operation of Law. This Lease is subject to such modifications as may be required by changes in Federal or Colorado State law, or their implementing regulations. Any such required modification automatically shall be incorporated into and be part of this Lease on the effective date of such change, as if fully set forth herein.
8. Order of Precedence. The provisions of this Lease shall govern the relationship of the State and Landlord. In the event of conflicts or inconsistencies between this Lease and its exhibits and attachments, including, but not limited to, those provided by Landlord, such conflicts or inconsistencies shall be resolved by reference to the documents in the following order of priority:
   * + 1. Colorado Special Provisions,
       2. The remaining provisions of the main body of this Lease,
       3. Exhibit A, Premises,
       4. Exhibit C, Commission Sharing,
       5. Exhibit B, Notice of Assignment,
       6. Exhibit D, Tenant Improvements (where applicable).
9. Severability. Provided this Lease can be executed and performance of the obligations of the Parties accomplished within its intent, the provisions hereof are severable and any provision that is declared invalid or becomes inoperable for any reason shall not affect the validity of any other provision hereof, provided that the Parties can continue to perform their obligations under this Lease in accordance with its intent.
10. Survival of Certain Lease Terms. Notwithstanding anything herein to the contrary, provisions of this Lease requiring continued performance, compliance, or effect after termination hereof, shall survive such termination and shall be enforceable by the State if Landlord fails to perform or comply as required.
11. Taxes Other than Real Property. The State is exempt from all federal excise taxes under IRC Chapter 32 (No. 84-730123K) and from all State and local government sales and use taxes under § 39-26-101, and 201, *et seq*., C.R.S. Such exemptions apply when materials are purchased or services are rendered to benefit the State; provided however, that certain political subdivisions (e.g., City of Denver) may require payment of sales or use taxes even though the product or service is provided to the State. Landlord shall be solely liable for paying such taxes as the State is prohibited from paying or reimbursing Landlord for such taxes.
12. Third Party Beneficiaries. Enforcement of this Lease and all rights and obligations hereunder are reserved solely to the Parties. Any services or benefits which third parties receive as a result of this Lease are incidental to the Lease, and do not create any rights for such third parties.
13. Waiver. Waiver of any breach under a term, provision, or requirement of this Lease or any right or remedy hereunder, whether explicitly or by lack of enforcement, shall not be construed or deemed as a waiver of any subsequent breach of such term, provision or requirement, or of any other term, provision, or requirement.
14. Extinguishment and Replacement. This Lease extinguishes and replaces any prior leases between the Parties related to the Premises upon the Commencement Date hereof.
15. Quiet Enjoyment. The State shall be entitled to quiet enjoyment of the Premises as long as it is not in default under the provisions hereof.
16. CORA Disclosure. To the extent not prohibited by federal law, this Lease and the performance measures and standards under § 24-106-107, C.R.S. if any, are subject to public release through the Colorado Open Records Act, § 24-72-101, *et seq*., C.R.S.
17. Indemnification. Landlord shall indemnify, save, and hold harmless the State, its employees and agents, against any and all claims, damages, liability and court awards including costs, expenses, and attorney fees and related costs, incurred by any of the Indemnified parties as a result of any act or omission by Landlord, or its employees, agents, subcontractors, or assignees in connection with this Lease. The provisions hereof shall not be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions, of the Colorado Governmental Immunity Act, § 24-10-101, *et seq*., C.R.S.

## Additional Rent. None

## Additional Provisions.

**[**I**nsert any ADDITIONAL PROVISIONS]**

## Signatures.

IN WITNESS WHEREOF, the Parties hereto have executed this Lease

**Lessor/Landlord:**

**[Insert Name of Landlord]**

By:

Authorized Signatory

**[Insert Name]**

Name

**[Insert Title]**

Title

**[Insert Date]**

Date

**Office of the State Architect**

Real Estate Manager (or authorized Delegate)

By:

Date: **[Insert Date]**

**State Office of Risk Management**

State Risk Manager (or authorized Delegate)

By:

Date: **[Insert Date]**

**Legal Review**

Philip J. Weiser, Attorney General

Attorney General (or authorized Delegate)

By:

Date: **[Insert Date]**

**Lessee/Tenant:**

STATE OF COLORADO

Jared S. Polis, Governor

The Department of **[Insert Department Name]**

By:

**[Insert Name]**

Name

**[Insert Title]**

Title

**[Insert Date]**

Date

**All contracts must be approved by the State Controller:**

C.R.S. § 24-30-202 requires that the State Controller approve all State contracts. This contract is not valid until the State Controller, or such assistant as he may delegate, has signed it. The Landlord is not authorized to begin performance until the contract is signed and dated below. If performance begins prior to the date below, the State of Colorado may not be obligated to pay for the good and/or services provided.

**Office of the State Controller**

Robert Jaros, State Controller

State Controller (or authorized Delegate)

By:

Date: **[Insert Date]**

## Exhibit A Premises

## Exhibit B Notice of Assignment of Lease Assumption of Lease by New Landlord

Date: **[Insert Date]**

**[Tenant]**

**[Tenant’s Address for Notice (See Article 13 of Lease)]**

**[Tenant’s Name]**, Tenant

Re: Lease for: **[Lease Address]**, dated **[Date]**

**[Insert Landlord’s Name]**, Landlord

Dear Tenant:

Pursuant to Article 13 of the above referenced Lease, Tenant is hereby notified that on **[Date]**, the Lease was assigned to: **[New Landlord]**

**[Address of New Landlord]**, the “New Landlord.” The New Landlord’s W-9 is attached.

Evidence of the transaction constituting the Assignment of Lease is by **[**mark as is appropriate**]**: Assignment and Assumption of Lease; Deed **[Type of Deed]**; Other **[Specify Other]**; dated **[Date]**, which document is attached and made part hereof.

Tenant’s rental obligations after **[date]** should be paid to the New Landlord at:

**[Address of New Landlord]**.

The signatory below affirms the information provided in this Notice is true and acknowledges the New Landlord has assumed the obligations of Landlord under the Lease.

By:

Landlord

By:

New Landlord

Enclosures

## Exhibit C Commission Sharing Between Tenant And Real Estate Support Services Vendor

Pursuant to the contract for Real Estate Support Services between Jones Lang LaSalle Brokerage, Inc. and the State dated 06/28/2024, Landlord and Tenant acknowledge that in consideration of Jones Lang LaSalle Brokerage, Inc. acting as a Tenant Agent on behalf of the State of Colorado in this transaction, it will receive a leasing commission of $**[dollar amount]** of which **[percent]**% ($**[amount]**) will be credited to Tenant as shown in Article 1B. of the Lease and **[percent]**% of the leasing commission ($**[amount]**) shall be remitted to **[remit-to name]** upon the full execution of this Lease.

## Exhibit D Tenant Improvement List

1. Reduces Rent by the Estimated Property Tax known at the time of drafting this document. [↑](#footnote-ref-1)