

**AGREEMENT FOR CONTRACTOR SERVICES  
BETWEEN  
ENTERPRISE FLORIDA, INC.  
AND  
OCO GLOBAL, LTD.**

THIS AGREEMENT (“Agreement”) is entered into this   1st   day of   July  , 2020, by and between ENTERPRISE FLORIDA, INC., a Florida not-for-profit corporation (“EFI”), and OCO GLOBAL, LTD. (“Contractor”) (also herein as “Party” and Parties”).

**RECITALS**

WHEREAS, EFI is the principal economic development organization for the State of Florida, uses public and private expertise to increase private investment in Florida and advance international trade opportunities as one of its core responsibilities in growing and diversifying the state’s economy; and

WHEREAS, EFI is specifically directed to assist in the establishment and operation of offices in foreign countries to promote trade and economic development of the State of Florida, and to promote the gathering of trade information and research on trade opportunities in specific countries; and

WHEREAS, the purpose of such office being to identify and pursue trade, financial, and corporate investment leads and projects originating from Belgium, France, Italy, Luxembourg, and The Netherlands (the “Countries”); and

WHEREAS, in furtherance of its responsibilities to advise and assist in promoting and developing international trade and Foreign Direct Investment (FDI), EFI desires to renew its contractual relationship with Contractor upon terms and conditions of this Agreement; and

WHEREAS, Contractor acknowledges that this is a performance-based funding contract, and represents that it shall continue to possess the requisite skills, knowledge, qualifications, and experience to perform the tasks described herein; and

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

1. PARTIES:

The parties and their respective addresses for purposes of this Agreement are as follows:

EFI:	Z. Joe Kulenovic, V.P. International Operations Enterprise Florida, Inc. 201 Alhambra Circle, Suite 610 Coral Gables, Florida 33134
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Tel: +1-305-808-3588  
Fax: +1-305-808-3586  
Email: [zjkulenovic@enterpriseflorida.com](mailto:zjkulenovic@enterpriseflorida.com)

Contractor: Mark O'Connell, President  
OCO Global, Ltd.  
6 Citylink Business Park  
Durham Street  
Belfast, BT 124HB  
Northern Ireland  
United Kingdom  
Tel: +44-28-9024-1849  
Fax: +44-28-9024-2597  
Email: [mark.oconnell@ocoglobal.com](mailto:mark.oconnell@ocoglobal.com)

2. AGREEMENT MANAGERS:

The parties each hereby appoint an Agreement Manager to facilitate the terms of this Agreement. All written approvals referenced in this Agreement must be obtained from the Parties' Agreement Managers or their designees. The EFI Agreement Manager is Z. Joe Kulenovic, V.P. International Operations, who can be reached at +1-305-808-3588. The International Office Agreement Manager, Mark O'Connell, can be reached at +44-28-9024-1849.

3. TERM:

The term of this Agreement shall commence on July 1, 2020, and shall remain in effect through June 30, 2021, unless otherwise terminated as provided herein. This Agreement may be renewable at the exclusive discretion of EFI, it being acknowledged that EFI's decision to renew this Agreement shall be based primarily, but not exclusively, on Contractor's fulfillment of its obligations under this Agreement. It is anticipated that EFI will continuously review proposals from other parties interested in representing EFI within its territories, and, from time to time, seek competitive bids from qualified companies. Any extensions and renewals shall be agreed to by both parties in writing and authorized by amendments to this Agreement as stated in Paragraph 14.

4. CONSIDERATION:

In consideration for the performance by the Contractor of the Services, subject to the conditions of this Agreement, EFI shall pay Contractor a fixed amount of Two Hundred, Thirty-Four Thousand, Nine Hundred Dollars (US \$234,900) (the "Consideration"), according to the following terms:

By the 30<sup>th</sup> day of each month unless otherwise specified by EFI, or another date that is acceptable to EFI, Contractor shall provide an invoice to the Agreement Manager stating the equal installment of the Consideration payable with respect to such month. The invoice shall be sent together with the monthly progress report

for the same month required by Paragraph 10. EFI reserves the right to withhold or delay payment of the Consideration if Contractor fails to submit the required invoices and monthly progress reports as they become due and EFI receives and approves the same.

5. EMPLOYEE SALARIES:

Contractor is responsible for payment of all salaries, taxes, fees, or other compensation of any staff members that it wishes to engage. Upon request by EFI, Contractor shall produce a written statement, in a form approved by EFI, signed by any employees or representatives of Contractor, acknowledging that they are not employees of EFI or of the State of Florida.

6. EXPENSES OF CONTRACTOR:

Contractor acknowledges and agrees that Contractor shall be responsible for its own operational expenses, including but not limited to the following:

- a. Staff salaries;
- b. Office supplies;
- c. Postage, telephone, and other communications costs;
- d. Business travel to major commercial centers in Belgium, France, Italy, Luxembourg, The Netherlands, and one trip annually to Florida;
- e. Participation and membership fees;
- f. Promotion and entertainment expenses;
- g. Printing;
- h. Equipment leases;
- i. Local production and promotional costs in support of EFI France's self-directed business development efforts;
- j. Senior, mid-level, and support staff, as required;
- k. Translation into Dutch, French, or Italian, when required, of promotional materials that the Contractor produces; and
- l. Office space dedicated to Contractor's performance of the Services.

7. SCOPE OF SERVICES:

Contractor shall provide the following main categories of services to EFI:

- a. Contractor shall network with public and private-sector officials on behalf of EFI.
- b. Contractor shall handle all official correspondence and business development activities in the Countries on behalf of EFI.
- c. Contractor shall continually work to promote Florida's business credentials and reputation, and to introduce actual business opportunities with the business community in the Countries, by undertaking an information dissemination program.

- d. Contractor shall continually update its database of prospects likely to locate or invest in Florida, and its database of targeted trade opportunities.
- e. Contractor shall assist Florida companies in identifying and connecting with prospective buyers or distributors for their products and/or services in the Countries, including providing Virtual Business Matchmaking (VBM) Services utilizing EFI's online platform.
- f. During the term of this Agreement, Contractor shall assist in organizing EFI's participation at trade or investment events, both in-person and virtual, in the Countries. If it is determined by both parties that additional trade and/or investment events are required, beyond the other trade and/or investment events outlined in Paragraph 8 or included in the operational plan, then Contractor's time will be reallocated accordingly, and both parties will agree upon additional compensation, if necessary.
- g. The Contractor will organize a business development mission from Florida to the Countries, or a business development mission from the Countries to Florida, during the term of this Agreement, as outlined in Paragraph 3. If the mission does not take place during the term of the Agreement, then EFI must approve what additional activities the Contractor will undertake to replace the mission. Both parties will agree upon additional compensation if additional missions are conducted in addition to the ones listed in Paragraph 8.
- h. When requested by EFI, Contractor shall identify and seek out sources of sponsorships for EFI-sponsored seminars in the Countries.
- i. Contractor shall be responsible for overall financial management of operational expenses in the Countries.

All of the services and activities identified in this Paragraph 7 shall herein be referred to as the "Services".

8. PERFORMANCE MEASURES:

During the term of this Agreement, the Contractor shall actively and diligently perform the Services identified in Paragraph 7. As measures of the Contractor's performance, EFI will consider:

- a. The capital value of announced Foreign Direct Investment ("FDI") projects from sources located in the Countries and directed to Florida;
- b. The value of the documented trade transactions, including joint ventures between companies in the Countries, and companies in the State of Florida;
- c. Twenty (20) qualified FDI leads sent by the Contractor to EFI. Eight (8) of these leads should have 20+ expected jobs;

- d. Eight (8) projects established, which could be from new (“greenfield”) investments, or from expansions of companies already with an existing presence in Florida;
- e. Significant relationship development with twenty-five (25) target industry companies situated in Belgium, France, Italy, and The Netherlands;
- f. Relationship development with twenty (20) new key trade and/or FDI multiplier organizations in Belgium, France, Italy, and The Netherlands;
- g. Assistance in scheduling appointments with FDI prospects for EFI at trade shows, major exhibitions, and conferences, both inside and outside of the Countries, including but not limited to Medica, Farnborough Air Show, and Paris Air Show;
- h. Participation at and/or assistance with the SelectUSA Roadshow, as well as other in-person and virtual trade shows and events of relevance for promoting investment from the Countries into Florida, and/or Florida’s exports to the Countries (if requested);
- i. Market research on EFI’s target industry clusters in Belgium, France, Italy, Luxembourg, and The Netherlands;
- j. Content management and maintenance of the EFI France microsite on EFI’s website;
- k. Organizing an inbound mission from Florida to one or more of the Countries, or an outbound mission from one or more of the Countries to Florida (if requested);
- l. Satisfactory assistance to EFI’s economic development partners in their efforts to promote their business locations in Belgium, France, Italy, Luxembourg, and The Netherlands;
- m. Satisfactory assistance to Florida companies in their efforts to export their products and/or services to the Countries; and
- n. Satisfactory performance of matchmaking services for Florida companies in Belgium, France, Italy, Luxembourg, and The Netherlands (when requested, at an additional negotiated fee not included in this Agreement, commensurate with fees for similar services charged by the US Commercial Service).

The Contractor shall have performed reasonably if they achieve a positive assessment of their overall performance by the EFI Agreement Manager, based upon the performance measures listed above.

9. FISCAL YEAR BUSINESS PLAN:

The Contractor is required to prepare and submit an operational plan no later than 15 days after the start of this Agreement, according to a format agreed upon with EFI and consistent with the requirements enumerated in section 288.012(2), Florida Statutes. If the Contractor desires to have its contract renewed, it should submit its operational plan for the next contract term prior to the termination of this Agreement. Any renewal or extension of this contract is in the exclusive discretion of EFI.

10. MONTHLY REPORTS:

The report contains two parts, which describe the Contractor's performance of Services (collectively, the "Report Information"). The Contractor shall input information in connection with both trade development and investment activities into the EFI-designated CRM system on a continuous basis.

**Trade development information in the CRM system must include:**

- a. The names of Florida companies assisted, their location and primary product or service, participant names, and the primary purpose for their participation in the program. Contractor shall include the industry each company is in, with particular attention to how many of these companies are in EFI's targeted industries. EFI's Agreement Manager must be able to determine which of the Florida company assists fall within the following industries:
  1. Aviation & Aerospace
  2. Information Technology (Software & Computer Systems; Microelectronics & Computer Products; Photonics & Optics; Modeling, Simulation & Training; Digital Media; Telecommunications)
  3. Life Sciences (Medical Devices, Biotechnology, Pharmaceuticals, Medical Supplies, etc.)
  4. Financial & Professional Services (Accounting, Architecture, Banking, Consulting, Engineering, Insurance, Legal, etc.)
  5. Defense & Homeland Security (including Cybersecurity)
  6. Logistics & Distribution
  7. Strategic Challenges (Corporate Headquarters, Manufacturing)
  8. Cleantech (Energy, Efficiency, Environmental Technologies)
  9. Other, as identified by the Agreement Manager
- b. The trade leads generated;
- c. Documented dollar value of confirmed and expected sales by Florida businesses;
- d. The number of consultations with foreign companies;
- e. Official meetings and events; and
- f. Activities associated with trade development (may be in a separate written report).

**Foreign Direct Investment information in the CRM system must include:**

- a. All activities associated with an FDI lead or project activity, enabling its development to be tracked over time, including but not limited to: investment inquiries, lead qualification and follow-up, referrals to EDO partner organizations, project establishments, and project announcements;
- b. Investment projects from the Contractor which are announced should include information on the project site's final physical location, capital investment, the number of jobs created in connection with the project, and average wages; and
- c. In addition to entering data in the CRM system, the Contractor will provide any other information for the monthly report requested by the Agreement Manager.

11. FINAL REPORT:

Within thirty (30) days after termination of this Agreement, the Contractor shall provide to EFI a final program report describing:

- a. The cumulative report information for the term of this Agreement;
- b. Barriers or other issues affecting the Contractor's operational effectiveness;
- c. Changes in office operations which are planned for the current fiscal year;
- d. Marketing activities conducted;
- e. Strategic alliances formed with organizations in the Countries where the Contractor represents EFI;
- f. Activities conducted with other Enterprise Florida international offices;
- g. Any other information requested by the Agreement Manager and/or which Contractor believes would contribute to an understanding of its activities; and
- h. Itemized accounting of funds disbursed from this Agreement.

12. ANNUAL FISCAL YEAR REPORT:

The Annual Fiscal Year Report can also be used as the Final Report, since both require the same information and cover the same 12-month period. The Contractor must produce and submit an itemized accounting summary of funds disbursed during the period of the Agreement. This document must be submitted separately from the Final Report/Annual Fiscal Year Report.

By July 31 of each year, the Contractor will submit an Annual Fiscal Year Report. The format for the Annual Report will be defined by the Agreement Manager, and include a description of the following, in addition to all requirements outlined in Sec. 288.012(3), Florida Statutes:

- a. The cumulative Report Information for the fiscal year July 1, 2020 through June 30, 2021;
- b. Impediments or other issues affecting the Contractor's operational effectiveness;
- c. Changes in office operations which are planned for the current fiscal year;
- d. Marketing activities;
- e. Strategic alliances formed with organizations in the Countries where the Contractor represents EFI;

- f. Activities conducted with other Enterprise Florida international offices;
- g. Any other information requested by the Agreement Manager, and/or which the Contractor believes would contribute to an understanding of its activities;
- h. Itemized accounting of funds disbursed from this Agreement; and
- i. Any other information required by section 288.012(3) Florida Statutes.

13. FINAL DISBURSEMENT:

Upon termination of this Agreement, EFI shall designate the final payment of the Consideration hereunder as the "Final Payment". Contractor acknowledges that its acceptance of the Final Payment shall constitute full and complete release of EFI by Contractor from any and all claims, demands, and courses of action whatsoever that Contractor may have against EFI.

14. AMENDMENT/MODIFICATION/NOTIFICATIONS:

This Agreement may not be altered, modified, amended, or changed in any manner, except pursuant to a written agreement executed and delivered by each of the Parties per Paragraph 1. Additionally, any such modification, amendment or change shall be effective on the date of delivery or such later date as the Parties may agree therein.

Modification of this Agreement or any notices permitted or required under this Agreement may be made by facsimile or electronic transmission. Receipt of the facsimile transmission shall for the purposes of this Agreement be deemed to be an original, including signatures.

15. INDEPENDENT CONTRACTOR:

Contractor is acting as an independent contractor and not as EFI's employee in the performance of the Services. Contractor acknowledges that EFI is not responsible for withholding and filing international, national, or provincial taxes or other payroll withholdings on behalf of Contractor, either in the Countries or in the United States of America. Contractor further acknowledges that neither Contractor nor the employees of Contractor will participate in or receive any employee benefits, including health insurance, retirement benefits, 401(k) plan, or worker's compensation benefits provided through EFI.

16. LIABILITY:

EFI shall not assume any liability for the acts, omissions to act, or negligence of Contractor, its agents, servants, or employees. In all instances, Contractor shall be responsible for any injury or property damage resulting from any activities conducted by Contractor.

17. INDEMNIFICATION:



Contractor agrees to be liable for, and shall indemnify, defend, and hold EFI and the State of Florida harmless from all claims, suits, judgments, or damages arising from Contractor's performance of the Services and its other obligations under this Agreement.

18. TELECONFERENCES:

Contractor shall conduct a teleconference meeting on an as needed basis with the Agreement Manager to review Contractor's performance of the Services, and to discuss upcoming activities and issues relative to the fulfillment of this Agreement. EFI acknowledges that due to the difference in time zones, scheduling difficulties may occur; however, Contractor shall use its best efforts to be available for such teleconference meetings.

19. AVAILABILITY OF INFORMATION:

EFI recognizes that Contractor can only perform the Services if EFI responds to Contractor's requests for information and provides all required information and documentation in a timely manner.

20. PRINCIPAL:

Contractor agrees that Mark O'Connell, an individual (the "Principal") shall serve as an employee or independent contractor of Contractor, and that Principal shall have primary responsibility for the performance by Contractor of the Services.

21. PROMOTIONAL MATERIALS:

Contractor shall promote itself as an official foreign office of EFI in the Countries. Contractor shall display signage in the reception area of its office promoting the presence and establishment of "Enterprise Florida, Inc. – France, Benelux & Italy Office." Advertisements and other promotional materials for any activity funded by this Agreement shall include prominent reference to EFI.

22. CONFLICTS OF INTEREST:

Contractor acknowledges that EFI represents the interests of Florida businesses and that it is important to EFI that conflicts of interest be avoided. In the event that Contractor engages in activities which could constitute a conflict of interest to EFI or a particular business interest in Florida, EFI has the right to instruct Contractor to discontinue such efforts. In such event, if Contractor fails to do so, then EFI shall have the right to immediately terminate this Agreement.

23. NON-EXCLUSIVE RELATIONSHIP:

The relationship between the parties is a non-exclusive one, which allows the Contractor and the Principal to engage in other activities, provided that all of the

terms and conditions under this Agreement are strictly observed, including the avoidance of conflicts of interests. Notwithstanding the foregoing:

- a. Without EFI's prior written consent, Contractor shall not represent or perform any consulting assignment regardless of its size, scope, or nature for any other government or economic development body of any municipality, region, state, territory, or possession of the United States of America during the term of this Agreement which EFI deems competitive in the territories where the Contractor is representing EFI; and
- b. Contractor shall notify EFI if a Florida business or organization wishes to employ Contractor to perform services beyond those provided under this Agreement.

24. NO PLEDGE OF CREDIT:

Contractor has no authority to, and shall not, pledge the credit of EFI, the Department of Economic Opportunity (DEO,) and the State of Florida, or make EFI, DEO, or the State of Florida a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness.

25. INSURANCE:

Contractor represents that it has the necessary and reasonable insurance required to do business in the Countries.

26. EXCLUSIVE RIGHTS:

Neither Contractor nor any employee of Contractor shall have any proprietary interest in the products delivered under this Agreement. Anything, by whatsoever designation it may be known, that is produced or developed in connection with this Agreement shall be the exclusive property of EFI and may be copyrighted, patented, or otherwise restricted by EFI only.

Consultant's access to EFI's CRM system is a privilege assigned by EFI for its business purposes. Information in the database or client tracking system is EFI's and may not be used for other personal or business activities. Inappropriate uses of EFI information may be cause for immediate termination.

27. COORDINATION:

When reasonable, Contractor shall coordinate with other components of the state and local economic development systems of the State of Florida, and avoid duplication of existing state and local services and activities provided in the State of Florida.

28. OBLIGATION UPON TERMINATION:

In the event of termination under this Agreement, in addition to any payments then due under Paragraph 4, EFI's sole obligation and liability to Contractor, if any, shall be to pay Contractor that portion of the Consideration equal to the reasonable value of the Contractor's performance of the Services and expenses incurred prior to the effective date of termination and unable to be reasonably cancelled.

Notwithstanding the foregoing, with respect to the month in which termination becomes effective, Contractor remains obligated to provide to EFI the invoice and monthly progress report required by Paragraphs 4 and 10, and final program report, required in Paragraph 11, which invoice and reports must be received and approved by EFI as a condition to any final payment under this agreement.

29. PURPOSE- pursuant to section 288.904(6)(b), Florida Statutes

- a. The purpose of this Agreement is to assist in the establishment and operation of offices in foreign countries to promote trade and economic development of the State of Florida, and to promote the gathering of trade information and research on trade opportunities in specific countries.
- b. Specific performance standards and responsibilities for each entity are included in paragraph 8.
- c. A detailed contract budget is found in paragraph 4.
- d. The value of the services provided is found in paragraph 4.
- e. There are no projected travel and entertainment expenses for employees and board members of EFI.

30. COUNTERPARTS:

This Agreement may be executed in counterparts, with all pages initialed by the signing party, and shall be of the same force and effect as if all parties had executed one copy of the Agreement. In addition, to facilitate completion and execution of the Agreement, faxed, scanned, or PDF contract versions with initials and signatures shall be of the same force and effect as original signatures.

31. STANDARD TERMS:

Contractor acknowledges EFI's Standard Contract Terms & Agreements for 2020-2021, which are attached to this Agreement and incorporated herein.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed the day and year first above written.

OCO GLOBAL, LTD.  
("Contractor")

ENTERPRISE FLORIDA, INC.  
a Florida not-for-profit corporation  
("EFI")

DocuSigned by:  
*Mark O'Connell*  
\_\_\_\_\_  
Mark O'Connell  
President

DocuSigned by:  
*Robert Schlotman*  
\_\_\_\_\_  
Robert Schlotman  
President/CEO

-or-

Designee: Robert Schlotman, COO

Date: 7/3/2020

Date: 7/6/2020

**Enterprise Florida Standard Contract Terms & Agreements 2020-21**

1. This Agreement may not be assigned. This Agreement shall bind the heirs, successors, and permitted assigns of the parties. Upon being provided written notice from EFI, Contractor shall not object to any of EFI's assignment, or transfer of its rights, duties, or obligations under this Agreement to a governmental agency in the State of Florida.

2. EFI may terminate this Agreement with or without cause at any time by providing written notice to Contractor. A termination for cause may occur due to (i) Contractor's willful misconduct or gross negligence; or (ii) Contractor's conscious disregard of its obligations hereunder or of any other duties mutually agreed upon; or (iii) intentional failure to timely produce required deliverables; or (iv) any other reason provided herein.

3. In the event of termination, EFI's sole obligation and liability to Contractor, if any, shall be to pay Contractor that portion of the expenses allowed under this Agreement that were incurred prior to the effective date of termination and unable to be reasonably cancelled.

4. The acceptance of final payment under this Agreement, or the acceptance of final payment upon early termination hereof, shall constitute full and complete release of EFI by Contractor from any and all claims, demands, and courses of action whatsoever which Contractor may have against EFI.

5. Contractor shall abide by all federal, state, and local laws, including but not limited to, the requirements of section 215.971, Florida Statutes, if Contractor is a subrecipient of state financial assistance as defined in section 215.97, Florida Statutes.

6. Contractor shall (i) comply with all relevant federal, state and local laws designed to prevent discrimination so that Contractor does not discriminate against any person who performs work hereunder because of age, race, religion, color, sex, physical handicap, marital status, national origin, or ancestry unrelated to such person's ability to engage in this work; (ii) include in all solicitations or advertisements for employees the phrase "Equal Opportunity Employer"; (iii) if applicable, comply with any and all federal, state or local reporting requirements; and (iv) be declared in default of this Agreement if it fails to comply with any such reporting requirements of (iii) above or if Contractor is found guilty of any violation of any of the foregoing laws.

7. Contractor shall comply with all necessary laws and Governor Ron DeSantis' Executive Order 19-11 readopting Executive Order 17-319 preventing sexual harassment in state agencies. Contractor shall ensure a harassment-free workplace, with any allegation of harassment given priority attention and action by management.

8. To the extent required by section 287.134(3)(a), Florida Statutes, and EFI's contract with the Florida Department of Economic Opportunity (DEO), Contractor acknowledges notice of the requirements of section 287.134(2)(a), Florida Statutes, relating to the discriminatory vendor list. An entity or affiliate placed on the discriminatory vendor list pursuant to section 287.134, F.S., may not: (1) submit a bid, proposal, or reply on a contract or agreement to provide any goods or services to a public entity; (2) submit a bid, proposal, or reply on a contract or agreement with a public entity for the construction or repair of a public building or public work; (3) submit bids, proposals, or replies on leases of real property to a public entity; (4) be awarded or perform work as a contractor, subcontractor, grantee, supplier, sub-grantee, or consultant under a contract or agreement with any public entity; or (5) transact business with any public entity. Contractor affirms that it is aware of the provisions of section 287.134(2)(a), F.S., and that at no time has Contractor or its affiliates been placed on the Discriminatory Vendor List.

9. To the extent required by Florida Statutes 287.133(3)(a), and EFI's contract with DEO, the Contractor affirms that it is aware of the provisions of section 287.133(2)(a), Florida Statutes. Contractor affirms that at no time

has it been convicted of a Public Entity Crime and agrees that any such conviction during the term of this Agreement may result in termination of this Agreement in accordance with section 287.133(4), Florida Statutes. Contractor shall disclose to EFI if any of its affiliates, as defined in section 287.133(1)(a), Florida Statutes, is on the convicted vendor list. A person or affiliate placed on the convicted vendor list following a conviction for a public entity crime is prohibited from performing under this Agreement for a period of 36 months from the date of being placed on the convicted vendor list.

10. Contractor shall retain and maintain all records and make such records available for an audit as may be requested. Such records shall be retained by Contractor for a minimum period of seven (7) years after termination of this Agreement. The records shall be subject at all times to inspection, review, or audit by State personnel of the Office of the Auditor General, Department of Financial Services, Office of the Chief Inspector General, DEO, or other personnel authorized by EFI and copies of the records shall be delivered to EFI upon request.

11. Pursuant to its contract with DEO, EFI's obligation to pay under this Contract is contingent upon an annual appropriation by the Legislature of the State of Florida and DEO's funding obligations to EFI. Within 30 days of its awareness of such, EFI will notify Contractor if there will be a shortfall in funding which will impact payment of this contract.

12. Pursuant to its contract with DEO, EFI requires Contractor, by executing this Agreement, to certify that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, F.S., (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, F.S., or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), F.S., EFI may immediately terminate this Agreement for cause if Contractor is found to have submitted a false certification as to the above or if Contractor is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If EFI determines that Contractor has submitted a false certification, EFI will provide written notice to Contractor. Unless Contractor demonstrates in writing, within 90 calendar days of receipt of the notice, that EFI's determination of false certification was made in error, EFI shall bring a civil action against Contractor. If EFI's determination is upheld, a civil penalty equal to the greater of \$2 million or twice the amount of this Agreement shall be imposed on Contractor, and Contractor will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of EFI's determination of false certification by Contractor. In the event that federal law ceases to authorize the States to adopt and enforce the contracting prohibition identified herein, this provision shall be null and void.

13. EFI does not endorse any contractor, commodity, or service, and this Agreement may not be used to imply any such endorsement.

14. The terms and provisions of this Agreement constitute the entire agreement between the parties hereto with respect to the subject matter of this Agreement, and shall supersede all previous communications, representations, or agreements, either oral or written, between the parties relating to such subject matter. No change or modification of this Agreement shall be effective unless made in writing and signed by both parties hereto.

15. This Agreement is executed and entered into in the State of Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws and rules of the State of Florida. Any litigation arising under this Agreement shall be brought in the appropriate court in Orange County, Florida, applying Florida Law.

16. If any provision of this Agreement is deemed to be invalid, it shall be considered deleted here from and shall not invalidate the remaining provisions. All questions with respect to this Agreement and the rights and liabilities of the parties, are governed by the laws of the State of Florida.

17. In any action to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and costs as deemed just and proper.

18. Contractor shall not use any funds paid pursuant to this Agreement for lobbying the Florida Legislature, the Florida judicial branch, or any State agency.

19. Pursuant to its contract with DEO, EFI requires Contractor to report on the use of minority and service-disabled veteran business enterprises. This report will be in a form provided by EFI and must be submitted with the final payment request.

20. If any discovery or invention arises or is developed in the course or as a result of work or services performed under this Agreement, or in any way connected with this Agreement, the Contractor shall refer the discovery or invention to EFI to determine whether patent protection will be sought in the name of the State of Florida. Additionally, in the event that any books, manuals, films, or other copyrightable materials are produced, the Contractor shall notify EFI.

**21. ACCESS TO RECORDS AND PUBLIC RECORDS REQUIREMENTS:**

a. Contractor shall keep and maintain public records required by EFI to perform Contractor's responsibilities hereunder.

b. Contractor shall, upon request from EFI's custodian of public records, provide EFI with a copy of the requested records or allow the records to be inspected or copied by the public records requestor within a reasonable time per the cost structure provided in chapter 119, F.S., or as otherwise provided by law.

c. Contractor shall ensure that public records that are exempt, or confidential and exempt, from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the public agency.

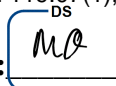
d. Upon completion of the contract, Contractor shall transfer, at no cost to EFI, all public records in possession of Contractor or keep and maintain public records required by EFI to perform the service. If Contractor transfers all public records to the public agency upon completion of the contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to EFI, upon request from the EFI's custodian of public records, in a format that is compatible with the information technology systems of EFI.

e. Pursuant to section 288.901(1)(b), Florida Statutes, Contractor acknowledges that the Legislature has determined it is in the public interest and reflects the state's public policy that EFI operate in the most open and accessible manner consistent with its public purposes. To this end, EFI and its divisions, boards, and advisory councils, or similar entities created or managed by EFI, are subject to the provisions of chapter 119 relating to public records and those provisions of chapter 286 relating to public meetings and records.

f. If EFI does not possess a record requested through a public records request and the record is one that is in Grantee's possession, EFI shall immediately notify Contractor of the request, and Contractor must provide the records to EFI or allow the records to be inspected or copied within a reasonable time.

**g. If Contractor provides records to EFI that contain "proprietary confidential business information" as defined in section 288.075, Florida Statutes, or "trade secrets" as defined in section 688.002, Florida Statutes, such information should be clearly marked as such and a redacted version of such record should also be provided to EFI.** In the event that EFI asserts such exemption in response to a public records request based on Contractor's assertion, Contractor agrees to defend EFI in any challenge to such assertion.

h. Contractor acknowledges that EFI may unilaterally cancel this Agreement if Contractor refuses to allow public access to all documents, papers, letters, or other material made or received in conjunction with the Agreement, unless the records are exempt from section 24(a) of Art. I of the Florida Constitution and section 119.07(1),

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Florida Statutes. If Contractor fails to provide public records to EFI within a reasonable time it may be subject to penalties under section 119.10, Florida Statutes.

i. In the event of a conflict between any provision within this Agreement and the provisions of Florida's public records and sunshine laws contained within Article I, Section 24 of the Florida Constitution, Chapter 119, Florida Statutes, section 286.011, Florida Statutes, and including all applicable exemptions therefrom, the provisions of Florida law shall prevail. Further, EFI shall not be liable to Grantee for any disclosures that EFI deems required under Florida law, and the necessity of such disclosure shall be at EFI's sole discretion determined in conjunction with its legal counsel.

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, F.S., TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS by phone at: 850-298-6620, by email at: [kkeenan@enterpriseflorida.com](mailto:kkeenan@enterpriseflorida.com), or by mail at: Enterprise Florida, Inc., Public Records Coordinator, 101 North Monroe Street, Suite 1000, Tallahassee, Florida 32301.**