

SUPPLEMENTAL LEASE AGREEMENT

SUPPLEMENTAL LEASE AGREEMENT NO. 03	TO LEASE NO. GS-03B-09385	DATE 11-12-10	PAGE 1 of 8
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ADDRESS OF PREMISES 2107 Laurel Bush Road, Bel Air, Maryland 21015-5181

THIS AGREEMENT made and entered into this date by and between EMMARTON ROAD ASSOCIATES, LLC

whose address is 5621 OLD FREDERICK ROAD
BALTIMORE, MD 21228

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government: **WHEREAS**, the parties hereto desire to amend the above Lease. **NOW THEREFORE**, these parties for the considerations hereinafter mentioned covenant and agree that the said Lease is amended, effective upon execution of this SLA by the Government and Government Inspection and Acceptance of the tenant improvements, as follows:

- A. "The Government hereby accepts the Lessor's proposal to provide all labor and materials necessary to install and maintain the improvements referenced for the work as described in the email proposals in Change Orders No. 1 for the Kane Screens \$9,048.00 and No. 2 for the Architectural/Engineering drawings \$2,610.00, and issues notice to proceed for alterations not to exceed \$11,658.00.

Upon completion, inspection, and the GSA's acceptance of the alterations, a properly executed invoice requesting a lump sum payment for \$11,658.00 must be submitted electronically to GSA Finance and a copy of the invoice submitted to the Contracting Officer at:

General Services Administration
20 North 8th Street
Philadelphia, PA 19107

For an invoice to be considered proper, it must:

- 1) Be received after the acceptance of the work by the General Services Administration
- 2) Include a unique, vendor-supplied invoice number AND the GSA Supplied PS Number **PS0018829**
- 3) Indicate the exact payment amount requested
- 4) Specify the payee's name and address. The payee's name and address must **EXACTLY** match the Lessor's name and address listed above.
- 5) Payment will become due within thirty (30) days after GSA's designated billing office receives a properly executed electronic invoice or acceptance of the work by the Government, whichever is later.

Payment will be made electronically through the finance website. The Lessor is responsible for visiting this website and applying for a login and password. After acceptance by the Government the Lessor's shall follow the instructions posted on that website to submit their invoice electronically. Assistance in navigating the website or submitting the invoice can be found by calling 817-978-2408 or by email at FW-Paymentsearch.finance@gsa.gov.

All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

LESSOR: EMMARTON ROAD ASSOCIATES, LLC

SIGNATURE	[Redacted]	NAME OF SIGNER	Michael J. Arseny
ADDRESS	5621 Old Frederick Road Baltimore, MD 21228		

IN PRESENCE OF

SIGNATURE	[Redacted]	NAME OF SIGNER	Erica L. Crutchman
ADDRESS	5621 Old Frederick Road Catonsville, MD 21228		

UNITED STATES OF AMERICA

SIGNATURE	[Redacted]	NAME OF SIGNER	Maria Sokol
		OFFICIAL TITLE OF SIGNER	Contracting Officer

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SCANNED