

**SUPPLEMENTAL LEASE AGREEMENT**

SUPPLEMENTAL LEASE AGREEMENT NO. 07	TO LEASE NO. GS-03B-09385	DATE 6/14/11	PAGE 1 of 1
ADDRESS OF PREMISES 2107 Laurel Bush Road, Bel Air, Maryland 21015-6181			

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

whose address is 5821 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. 11 to replace the door and hardware leading into room 14 for [redacted] incorporated and referenced herein as Exhibit A (3 pages) and No. 12 for the [redacted] on the 15 windows in [redacted] incorporated and referenced herein as Exhibit B (7 pages), and issues notice to proceed for alterations not to exceed \$10,149.09.

Upon completion, inspection, and the GSA's acceptance of the alterations, a properly executed invoice requesting a lump sum payment for **\$10,149.09** 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 **PS0020580**
- 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](mailto: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 Brown
ADDRESS 5821 Old Frederick Road Crownsville, MD 21030	

IN PRESENCE OF

SIGNATURE [redacted]	NAME OF SIGNER Erica L. Cutchman
ADDRESS [redacted]	

UNITED STATES OF AMERICA

SIGNATURE [redacted]	NAME OF SIGNER Maria Szotak
	OFFICIAL TITLE OF SIGNER Contracting Officer