



Supplemental Lease Agreement (SLA)
Number 7

Lease Number: GS-03B-10308 Date: 12 Jan. 2012

GSA Eastern Distribution Center
1900 River Road
Burlington, New Jersey 08016-2108
Pegasys Document Number
PS0022421

THIS AGREEMENT, made and entered into this date by and between 1900 River Road, LLC
whose address is 30 Broad Street, 35th Floor, New York, NY 10004-2952.

hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the
Government:

WHEREAS, the parties hereto desire to amend the above Lease to provide for above-standard (2nd
shift) warehouse cleaning services at the Government's leased space located at 1900 River Road,
Burlington, New Jersey.

NOW THEREFORE, these parties for the considerations hereinafter mentioned covenant and agree
that the said Lease is amended, effective December 14, 2011 as follows

- 1. The Government hereby agrees to pay costs associated with the above-standard (2nd shift) warehouse
cleaning services at the Government's leased space. The Lessor shall provide all management,
supervision, labor, materials and supplies for the cleaning services. Such services shall be provided daily
from 4:30 p.m. through 9:00 p.m., except Saturdays, Sundays and Federal holidays. The Government
shall provide the automatic floor scrubber machine to service the respective floor areas.
2. The total contract amount for the period of one (1) year, effective December 14, 2011 through December
13, 2012, is [redacted]. The Government shall pay the Lessor [redacted] per month in arrears.
3. The Government may terminate the contract, at any time without penalty(ies), upon ninety (90) days
written notice to the Lessor. Payments for a lesser period shall be prorated.
4. The following schedule describes, at a minimum, the level of services to be provided:

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

IN WITNESS WHEREOF, the parties subscribed their names as of the above date.

Lessor: [redacted]
By [redacted] Sr Managing Director (Title)
15601 Dallas Parkway #600 (Address)
Addison TX 75001

United States Of America, General Services Administration, Public Buildings Service.

[redacted] Contracting Officer (Title)



Daily

Empty general and recyclable trash, replace liners when soiled or torn, remove trash to designated area;  
Dust mop floors with a water-based chemically treated dust mop;  
Spot mop floors to remove visible dirt and spills;  
Auto-scrub respective floor areas (machine to be provided by GSA-FAS) and;  
Pick up and remove cardboard, paper, plastic, and large pieces of debris.

Weekly:

Damp mop floors to remove dirt and spills;  
Dust furniture and spot clean all horizontal and vertical surfaces;  
Dust areas above shoulder level and below knee level;  
Wash trash containers to remove soil and stains and;  
Sweep warehouse aisles.

Four (4) times a year:

Dust or vacuum air vents to remove loose dust, soil and cobwebs.

Once a year:

Damp wipe light fixture exteriors to remove stains, dust and cobwebs.

5. Upon completion of the work, the Lessor shall notify the GSA Contracting Officer or designated representative, to arrange for an inspection. After inspection and acceptance of the work by the Government, a properly executed original invoice shall be forwarded to:

General Services Administration (GSA)  
Greater Southwest Region (7BC)  
P.O. Box 17181  
Fort Worth, TX 76102-0181

A copy of the invoice must also be mailed or emailed to:

GSA, Public Buildings Service  
Real Estate Acquisition Division (3PRSC)  
Attn: Mr. Sam Ruiz, Lease Contracting Officer  
20 North 8<sup>th</sup> Street, 8<sup>th</sup> Floor  
Philadelphia, PA 19107-3191  
[sam.ruiz@gsa.gov](mailto:sam.ruiz@gsa.gov)

For an invoice to be considered proper, it must:

1. Be received after the execution of this SLA;
2. Reference the Pegasys Document Number (PDN) specified in this SLA (page 1);
3. Include a unique, vendor-supplied, invoice number;
4. Indicate the exact payment amount requested, and;
5. Specify the payee's name and address. The payee's name and address must match exactly the Lessor's name and address listed above and in the Central Contractor Registration (CCR) website ([www.ccr.gov](http://www.ccr.gov)).

Payment will be due within thirty (30) days after GSA's designated billing office receives a properly executed invoice or acceptance of the work by the Government, whichever is later.