

GENERAL SERVICES ADMINISTRATION PUBLIC BUILDING SERVICES SUPPLEMENTAL LEASE AGREEMENT	SUPPLEMENTAL AGREEMENT NO. 1	DATE 6/29/16
	TO LEASE NO. GS-04B-62627	

ADDRESS OF PREMISE 2302 West Meadowview Road, Greensboro, NC 27407-3408

THIS AGREEMENT, made and entered into this date by and between SN PROPERTIES FUNDING IV-MORRHEAD, LLC

whose address is 13702 Coursey Blvd, bldg. 2, Baton Rouge, LA 70817-1370

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 acceptance by the Government, as follows:

- A. Lessor shall provide all labor and materials necessary to install and maintain the improvements and alterations referenced in the attached scope of work. After acceptance of the work, the government will be responsible for maintenance of these items. Subsequent to the acceptance by the Government, a properly executed invoice requesting lump sum payment in the amount of \$8,595.00 must be forwarded to the Contracting Officer at :

Kenneth Idle, General Services Administration
205 Regency Executive Park Drive, Suite 440A, Charlotte, North Carolina 28217-2958

- 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 PS# 0035443
 - 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, or, if completed, the remittance name and address specified below,
 - 5) Payment will become 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.

Payment will be made electronically through the finance website www.finance.gsa.gov. The lessor is responsible for visiting this website and applying for a login and password. After acceptance by the government, the lessor shall follow the instructions posted on the 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

- B. Completion of the referenced alterations shall occur no later than 60 days after issuance of signed LA by both parties. Scheduling of this work shall be coordinated with Thomas Starnes. Any problems or questions shall be promptly brought to the contracting officer's attention. Lessor shall provide a minimum of five working days lead time to schedule an inspection.

Attached : Scope of Work - FDA office

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

described their names as of the above date.

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Contracting Officer
(Official Title)