

**SUPPLEMENTAL LEASE AGREEMENT**

SUPPLEMENTAL LEASE AGREEMENT NO. 1	TO LEASE NO. GS-06P-90091	DATE AUG 09 2010	PAGE 1 of 3
ADDRESS OF PREMISES 2546 S. Jefferson, Lebanon, MO			

**THIS AGREEMENT**, made and entered into this date by and between

whose address is **Ronald E. Melton**  
**281 S. Jefferson Avenue, Suite A**  
**Lebanon, MO 65536-3282**

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 correct the Lessor/Payee address, establish the date of occupancy of the Government lease space, and provide invoicing instructions for lump sum build-out costs.

**NOW THEREFORE**, these parties for the considerations hereinafter mentioned covenant and agree that the said Lease is amended, as follows:

- The Preamble is revised to indicate that the Lessor's address is "281 S. Jefferson Ave, Suite A, Lebanon, MO 65536-3282."
- Paragraph 2 of the Lease is amended as follows:
 

"2. TO HAVE AND TO HOLD the said premises with their appurtenances for a term beginning July 1, 2010 through June 30, 2020."
- Paragraph 3 of the Lease is amended as follows:
 

"3. The Government shall pay the Lessor annual rent, payable monthly in arrears, as follows:

Period	Shell (Annual)	Operating (Annual)	Tenant Improvement (Annual)	Annual Rent	Annual Rate per USF
7/01/10-6/30/13	\$55,263.60	\$49,869.00	\$69,801.01	\$174,933.61	\$31.823469
7/01/13-6/30/20	\$55,263.60	\$49,869.00	\$0.00	\$105,132.60	\$19.125450

\* Operating rent specified in the table is exclusive of annual adjustments to which the Lessor may be entitled under the terms of this Lease. \*


See Page 2, which is attached hereto and made a part hereof.

(continued on attached pages 2 and 3)


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

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


**LESSOR: RONALD E. MELTON**

SIGNATURE 	NAME OF SIGNER Ronald E. Melton
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ADDRESS 281 S. JEFFERSON AVE. SUITE A LEBANON MO. 65536-3282
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IN THE PRESENCE OF (SIGNATURE) 	NAME OF SIGNER ELLA MAE MELTON
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ICA, GENERAL SERVICES ADMINISTRATION, PBS/REALTY SERVICES DIVISION

SIGNATURE 	NAME OF SIGNER Sheri DeMartino
	OFFICIAL TITLE OF SIGNER Lease Contracting Officer

Rent for a lesser period shall be prorated. Rent checks shall be made payable to:

Ronald E. Melton  
281 S. Jefferson Ave, Suite A  
Lebanon, MO 65536-3282"

4. Paragraph 4 of the Lease is amended as follows:

"4. The Government may terminate this lease, in whole or in part, at any time on or after July 1, 2017, by giving at least 90 days' notice in writing to the Lessor and no rental shall accrue after the effective date of termination. Said notice shall be computed commencing with the day after the date of mailing."

5. Paragraph 7 of the Lease is amended as follows:

"7. In accordance with the SFO paragraph entitled "*Tenant Improvement Rental Adjustment*," tenant improvements in the total amount of \$186,996.40 shall be amortized through the rent for 36 months at the rate of 7.5%. The total annual cost of tenant improvements for the amortization period shall be \$69,801.01."

6. Paragraph 9 of the Lease is amended as follows:

"9. In accordance with the SFO paragraph entitled *Operating Costs Base*, the escalation base is established as \$8.527531/RSF (\$49,869.00/annum). The base year for operating costs is hereby established as July 1, 2010."

7. By correspondence dated February 18, 2010, March 22, 2010, May 4, 2010, May 13, 2010, and May 19, 2010, and July 23, 2010, the Government issued Notices to Proceed with Tenant Improvements totalling \$198,542.01. Of that amount, \$186,996.40 is amortized in the rent and reflected in rental rates of paragraph 3.

The Government shall pay the Lessor a lump sum payment in the amount of \$11,545.61 for installation of a closed circuit television system and infrastructure such as cabling, electrical, and mounting brackets. Payment is contingent upon receipt of a proper invoice, which shall include:

- Name of the Lessor, which must appear exactly as shown on the Lease.
- Invoice date.
- **GSA PDN # PS0016769 noted at top of invoice.**
- Lease contract number (GS-06P-90091), Supplemental Lease Agreement Number (SLA 1), and address of leased premises.
- Description, price, and quantity of property and services actually delivered or rendered.
- "Remit to" address.
- Name, title, phone number, and mailing address of person to be notified in the event of a defective invoice.

8. Invoice must be either submitted on company letterhead or signed by the person with whom the lease is made.

The **original** invoice must be sent directly to the GSA Finance Office at the following address:

General Services Administration  
FTS and PBS Payment Division  
P.O. Box 17181  
Fort Worth, TX 76102

A **copy** of the invoice must be provided to the Contracting Officer at the following address:

General Services Administration  
Attn: Sheri DeMartino, Realty Specialist  
East Leasing Services (Code 6PRE)  
1500 East Bannister Road  
Kansas City, MO 64131  
Fax: 816-926-8307

INITIALS:  & SD  
Lessor Government

Lease No. GS-06P-90091  
SLA No. 1

9. The following lease requirements were waived by the agency during construction. The citation identifies the SFO document where this requirement was stated.

- Room signage (Attachment B, page 16)
- Plexiglass under the FEI counters on the public side (Attachment B, page 5)
- One-way glass between the Manager's Office and the Private Interview Room (Attachment B, page 4)
- View window in the door between the Private Interview Room and the interior office area (Attachment B, page 6)
- Satellite drop in the Manager's Office (Attachment B, page 5) has been relocated to the Private Interview Room
- Carpet has been substituted for Vinyl Composition Tile in the Mail Room (Attachment A, page 4)
- 4 LAN drops, not 5, have been provided in the Private Interview Room (Attachment B, page 6)
- New employee coat closet has sliding doors in lieu of bi-fold doors (Attachment B, page 2)
- Sliding doors with no view windows are provided between the Reception and FEI areas in lieu of swinging doors with view windows (Attachment B, page 5)
- [REDACTED] (Attachment B, page 5)

10. For purposes of tax adjustments, the base year is established as July 1, 2010.

11. The Lessor hereby waives restoration as a result of all improvements.

INITIALS:            & SD  
Lessor                      Government

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