

# SUPPLEMENTAL LEASE AGREEMENT

SUPPLEMENTAL LEASE AGREEMENT NO. 1	TO LEASE NO. GS-07B-16794	DATE 3/1/11	PAGE 1 of 2
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ADDRESS OF PREMISES  
2732 SHAMROCK, 2732 Shamrock Avenue, Ft. Worth, TX 76107-5617

THIS AGREEMENT, made and entered into this date by and between JCO PROPERTIES, L.P.

whose address is 3801 West Freeway  
FORT WORTH, TX 76107-5617

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 order tenant improvements, which exceed the tenant improvement allowance and give official notice to proceed on tenant improvements.

NOW THEREFORE, these parties for the considerations hereinafter mentioned covenant and agree that the said Lease is amended effective upon execution by the both parties as follows:

- I. The total costs for tenant improvements (\$35,257.00) exceed the allowance provided for in the lease, which is \$27,315.00. The Government hereby orders the balance of \$7,942.00.
- II. Upon completion, inspection, and acceptance of the space by the Government, the Government shall reimburse the Lessor in a lump sum payment in the amount of \$7,942.00, plus any approved change order costs, upon receipt of an original invoice. No change order costs will be paid if they were not given express consent by the Contracting Officer of this project or his/her designee in advance of any change work performed.


The original invoice shall be submitted to the Greater Southwest Finance Center electronically on the Finance Website at [www.finance.gsa.gov](http://www.finance.gsa.gov). Lessors who are unable to process the invoice electronically, may mail the original invoice to the following address:

General Services Administration  
FTS and PBS Payment Division (7BCP)  
P.O. Box 17181  
Fort Worth, TX 76102-0181


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

LESSOR

SIGNATURE 	NAME OF SIGNER Jerry D. Courter
ADDRESS	

IN PRESENCE OF

SIGNATURE 	NAME OF SIGNER Carol K. Osteen
ADDRESS 3801 West Freeway Fort Worth, TX 76107	
UNITED STATES OF AMERICA	

SIGNATURE 	NAME OF SIGNER Jeffrey NAVARRO
OFFICIAL TITLE OF SIGNER Contract Officer	

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

General Services Administration  
Attn: Jeffrey Navarro  
300 East 8<sup>th</sup> Street, STE G150  
Austin, TX 78701

A proper invoice must include the following:

- Invoice date
- Name of the Lessor as shown on the Lease
- Lease contract number, building address, and a description, price, and quantity of the items delivered
- GSA PDN # PS0019733

If the invoice is not submitted on company letterhead, the person(s) with whom the Lease contract is made must sign it.

- III. The Government-approved design intent drawings which formed the basis for the tenant improvement costs are hereby incorporated into the lease as Exhibit A (12 pages).
- IV. This SLA serves as the Notice to Proceed to the lessor in accordance with the terms in the lease and subject to the terms stipulated in this SLA. Lessor shall have 45 days to complete tenant improvements upon receipt of this notice to proceed (SLA #1).
- V. The Lessor hereby waives restoration as a result of all improvements.

All other terms and conditions remain in full force and effect.

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INITIALS:  LESSOR  
GOVT

INITIALS:

 LESSOR

&  GOVT