

GENERAL SERVICES ADMINISTRATION
PUBLIC BUILDINGS SERVICE
LEASE AMENDMENT

LEASE AMENDMENT NO. 3

TO LEASE NO. **GS-03B-12028**

PDN Number: PS0025266

ADDRESS OF PREMISES Ballenger Creek Center
321 Ballenger Center Drive
Suite 212
Frederick, Maryland 21703-4565

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

Cross-Frederick Associates, LLC
c/o Cross and Company

whose address is 5301 Buckeystown Pike
Frederick, Maryland 21704-8302

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 **issue notice to proceed for [REDACTED] change orders.**

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

- A. This Lease Amendment formally and officially issues Notice to Proceed in the amount of \$1,173.38 for the following change orders: (1) Credit for purchase and installation of side-light frame and glass [REDACTED], (2) Purchase and installation of two new wood doors and cylindrical locksets [REDACTED], (3) Purchase, installation and lessor's overhead and profit for an additional outlet for the security panel [REDACTED], and (4) Purchase and installation of one lockset [REDACTED].

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 below date.

FOR THE LESSOR:

Signature: [REDACTED]
Name: DANIEL E. CROSS
Title: MANAGING MEMBER
Entity Name: Cross-Frederick Associates, LLC, c/o Cross and Company
Date: 19 DEC 2012

FOR THE GOVERNMENT:

Signature: [REDACTED]
Name: Jean Starr Forcinito
Title: Lease Contracting Officer
GSA, Public Buildings Service
Date: DEC 13 2012

WITNESSED FOR THE LESSOR BY:

Signature: [REDACTED]
Name: Suzanne S. Cross
Title: Member
Date: 19 Dec 2012

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B. Upon completion of the work, the Lessor shall notify the contracting officer 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
Greater Southwest Region (7BC)
P.O. Box 17181
Forth Worth, TX 76102-0181

A copy of the invoice must also be mailed to the Lease Contracting Officer at:

GSA, Public Buildings Service
Real Estate Acquisition Division
The Strawbridge Building - 8th Floor
20 N. 8th Street
Philadelphia, PA 19107-3101
Attn: Jean S. Forcinito

For an invoice to be considered proper, it must:

- 1) be received after the execution of this Lease Amendment,
- 2) reference the Pegasys Document Number (PDN) specified on this form (PS0025266),
- 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 EXACTLY match the Lessor's name and address listed above, or, if completed, the remittance name and address specified below. If the Lessor chooses to have payments sent an address other than the one listed above, that remittance address must be entered below.

Remit To:

Payment in the amount of \$1,173.38 shall 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.

Initials:

[Signature] & [Signature]
Lessor Gov't