

<b>GENERAL SERVICES ADMINISTRATION</b> <b>PUBLIC BUILDINGS SERVICE</b>  <b>SUPPLEMENTAL LEASE AGREEMENT</b>	SUPPLEMENTAL AGREEMENT <b>NO4</b>	DATE <b>APR 16 2012</b>
	TO LEASE NO. <b>GS-10B-07116</b>	PAGE NO. <b>1 OF 1</b>

**ADDRESS OF PREMISES:**  
 17925 SE Division St.  
 Portland, OR 97236

THIS AGREEMENT, made and entered into this date by and between Curtis Investments-Portland LLC, whose address is: 5841 SMU Blvd., Suite 100, Dallas, TX 75206. Hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereafter called the Government, WHEREAS, the parties hereto desire to amend the above Lease to order tenant improvements after occupancy.

NOW THEREFORE, these parties for the considerations hereinafter mentioned covenant and agree that the said Lease is amended, effective March 2, 2012 as follows:

This Supplemental Lease Agreement No. 4 is issued to incorporate the remodel and alterations within the afore mentioned address. Details of the cost proposal, statement of work and pricing information are attached as Exhibit A, Pages 1-20. The Lessor or their contractor(s) shall furnish and install all material, equipment and labor necessary to complete the alterations for the project to include moving costs based on mutually approved plans, budgets and schedules.

Upon execution by the Government, this Supplemental Lease Agreement serves as a Notice to Proceed for the total costs of alterations \$19,392.00. The Lessor shall complete the alterations within 90 working days of receiving the notice to proceed from the Government. The Lessor shall only act upon change orders issued by the GSA Contracting Officer. The Lessor shall seek guidance from the GSA Contracting Officer in the event of any conflict in completing the work requested as agreed upon.

Upon completion, inspection, and acceptance of the tenant improvements by the GSA Contracting Officer, the Government will reimburse the Lessor for the total cost listed above. Reimbursement for all items will occur within 30 days of the Government's receipt of the Lessor's itemized invoice(s). The Lessor must submit invoices electronically to [www.finance.gsa.gov](http://www.finance.gsa.gov) and to the Lease Administration Manager at [ed.solbach@gsa.gov](mailto:ed.solbach@gsa.gov).

The invoice(s) must include:

- Lease number: **GS-10B-07116**
- Invoice Date
- Payment reference number: **PS0022004**.
- Lessor name and address as shown on the lease
- Itemization of the products or services provided

If the invoice is not submitted on company letterhead, the person(s) with whom the Lease contract is made must sign it. If the Lessor cannot submit documents electronically, hard copies must be sent to:

**Original Documents**  
 GSA Greater Southwest Finance Center  
 Attn: PBS Payments Branch (BCFA)  
 P.O. Box 17181  
 Fort Worth, TX 76102

**Copies**  
 GSA Field Office  
 Attn: Ed Solbach  
 620 SW Main St., Suite 108  
 Portland, OR 97205

The Lessor shall be responsible for maintenance and repair of the installed alterations outlined above. The Lessor hereby waives restoration as a result of all improvements.

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

IN WITNESS WHEREOF, the Lessor and the Government have hereunto set their hands and seals of the above date.

LESSOR  
 BY \_\_\_\_\_

  
 \_\_\_\_\_  
 (Title)

5841 SMU Blvd., Suite 100, Dallas, TX 75206  
 \_\_\_\_\_  
 (Address)

UN  
 BY \_\_\_\_\_

CONTRACTING OFFICER  
 GENERAL SERVICES ADMINISTRATION  
 \_\_\_\_\_  
 (Official Title)

**ANDREW J. MOHL**  
**CONTRACTING OFFICER**