

**SUPPLEMENTAL LEASE AGREEMENT**  
Number 3

**Lease Number:** GS-07B-16730      **Date:** 3/23/11

**Building Address:** 15109 Heathrow Forest, Houston, TX 77032

THIS AGREEMENT, made and entered into this date by and between **15109 HEATHROW FOREST, LLC** whose address is 2537 S. Gessner Road, Suite 220, Houston, TX 77063-2032

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 execution by the Government as follows: incorporate the following change orders into the lease agreement.

Paragraph 20 is added.

20. The Government hereby accepts the Lessor's proposal to provide all labor and materials necessary to install and maintain the improvements referenced below, and known as Change Order No. 1. Alterations not to exceed \$14,593.11.

Additional tele/data cabling requirements	\$ [REDACTED]
Mini blinds	\$2,900.00

The Notice to Proceed was issued on December 13, 2010 for tenant improvements in the amount of \$594,865.68. Change Order No. 1 provides for an additional \$14,593.11 in tenant improvement costs. Therefore the **total cost of tenant improvements for this project is: \$609,458.79**

In accordance with Lease Paragraph 9 and SFO 6TX0033, the payment of these Tenant Improvement costs shall be broken down as follows:

Amortized over the 7 year term of the lease:	\$ 604,841.77
Via lump sum as described in this agreement	\$ 4,617.02
Total:	\$ 609,458.79

[REDACTED] voice after completion, inspections and acceptance by the

[REDACTED] times as of the above date.

[REDACTED] MANICORN  
(Title)

[REDACTED] 2537 S Gessner Rd #220 Houston, Tx 77063  
(Signature) (Address)

[REDACTED] Contracting Officer  
(Signature) (Official Title)

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Upon full execution by the Government, this SLA serves as the official Notice to Proceed for build-out of tenant improvements.

The original invoice must be submitted directly to the GSA Finance Office electronically on the finance website at [www.gsa.finance.gov](http://www.gsa.finance.gov). If you are unable to process the invoice electronically, you may mail the invoice to the following address:

GSA, Greater Finance Center  
FAS and PBS Payment Division (7BCP)  
P.O. Box 17181  
Fort Worth, TX 76102-0181

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

Kristine Danielson  
Leasing Contracting Officer  
GSA, PBS - Real Estate Acquisition Division  
200 NW 4th Street, Room 4050  
Oklahoma City, OK 73102  
O: 405.231.5437  
F: 405.231.4574  
C: 405.630.5486  
kristine.danielson@gsa.gov

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A proper invoice must include:

1. Invoice Date
2. Name of the Lessor and Lease contract number, cited exactly as shown on the Lease
3. Building address, and a description, price and quantity of the items delivered
4. If the invoice is not submitted on company letterhead, the person(s) with whom the Lease contract is made must sign it
5. GSA PDN # PS0019835

Initials:      &       
Lessor                      Govt