



1.) Upon this Lease Amendment being fully executed and delivered by the Government, the Lessor shall consider this a Notice to Proceed on the Tenant Improvements for the above referenced lease. The anticipated date of completion and acceptance by the Government is within 60 working days from issuance of the Notice to Proceed.

2.) Following a Government review of the submitted cost proposal, the Government has determined that the Tenant Improvement bid is fair and reasonable at a total cost not to exceed \$114,219.00, inclusive of all management and architectural fees.

The Lessor and the Government have also agreed that the approved costs of the Security items are not to exceed \$55,000.00. The security cost includes all the Lessor's fees for general and administrative costs, profit and any and all other fees associated with the completion of the security work by the anticipated date of completion.

3.) Upon completion, inspection, and acceptance of the space, the Government shall pay for the total Tenant Improvement Cost by amortizing \$102,144.00 over the first three years of the term at an interest rate of 4.0%. The remaining balance of the total costs of the Tenant Improvements is \$12,075.00 (TI total cost of \$114,219.00 – TI allowance of \$102,144.00) and shall be paid by a lump-sum payment upon the completion and acceptance by the Government of the Tenant Improvements necessary to finish the interior of the leased space as depicted on the attached Exhibit "A". The lump-sum payment includes all the Lessor's fees for general and administrative costs, profit and any and all other fees associated with the completion of the Tenant Improvements by the anticipated date of completion.

Upon completion, inspection, and acceptance of the space, the Government shall pay for the total security cost via lump-sum payment of \$55,000.00. The lump-sum payment includes all the Lessor's fees for general and administrative costs, profit and any and all other fees associated with the completion of the security items by the anticipated date of completion.

A subsequent Lease Amendment shall be issued upon Government acceptance of the space to restate the rent and lease commencement date.

Upon acceptance of the TIs by the Government, the Lessor may submit for payment of the lump-sum payment. The Lessor agrees that the invoice shall be printed on the same letterhead as the Lessor named on this lease, shall include the Lease number, building address, and a price and quantity of items delivered. The invoice shall reference the number PS0029622 and shall be sent electronically to the GSA Finance Website at <http://www.finance.gsa.gov/defaultexternal.asp>. Instructions for invoice submission are included on the website. Additional assistance is available from the Finance Customer Service line at 817-978-2408.

If the Lessor is unable to process the invoice electronically, then the invoice may be mailed to:

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

Lessor also agrees that a copy of the invoice shall be sent simultaneously to the GSA Lease Contracting Officer at the following address:

General Services Administration  
Attn: Me'Chaela Buford  
819 Taylor Street, Room 11B  
Fort Worth, TX 76102  
[Mechaela.buford@gsa.gov](mailto:Mechaela.buford@gsa.gov)

INITIALS:

  
LESSOR

&

  
GOVT