

U.S. GOVERNMENT LEASE FOR REAL PROPERTY
(Short Form)

1. LEASE NUMBER
LWA07248
2. BUILDING NUMBER
WA7804

PART I - SOLICITATION/DESCRIPTION OF REQUIREMENTS (To be completed by Government)

A. REQUIREMENTS

2. The Government of the United States of America is seeking to lease approximately 4,229 rentable square feet of Office space located in Kennewick, WA for occupancy not later than March 1, 2011 (date) for a term of five (5) years, three (3) years firm plus an additional five (5) year renewal option exercisable upon giving 90 days notice to Lessor prior to the end of the initial five year term. Rentable space must yield a minimum of 3,677 to a maximum of 4,045 square feet of ANSI/BOMA Office Area (ABOA) for use by Tenant for personnel, furnishing, and equipment.

3. INITIAL OFFERS ARE DUE ON OR BEFORE CLOSE OF BUSINESS September 21, 2010.

B. STANDARD CONDITIONS AND REQUIREMENTS

4. The following standard conditions and requirements shall apply to any premises offered for lease to the UNITED STATES OF AMERICA (the GOVERNMENT):

- a. Space offered must be in a quality building of sound and substantial construction meeting the Government's requirements for the intended use.
- b. The Lessor shall provide floor plans for the offered space and a valid Certificate of Occupancy for the intended use of the Government and shall meet, maintain, and operate the building in conformance with all applicable current (as of the date of this solicitation) codes and ordinances. If space is offered in a building to be constructed for lease to the Government, the building must be in compliance with the most recent edition of the building code, fire code, and ordinances adopted by the jurisdiction in which the building is located.
- c. Offered space shall meet or be upgraded to meet the applicable egress requirements in National Fire Protection Association (NFPA) 101, *Life Safety Code* or an alternative approach or method for achieving a level of safety deemed equivalent and acceptable by the Government. Offered space located below-grade, including parking garage areas, and all areas referred to as "hazardous areas" (defined in NFPA 101) within the entire building (including non-Government areas), shall be protected by an automatic sprinkler system or an equivalent level of safety. Additional automatic fire sprinkler requirements will apply when offered space is located on or above the 6th floor. Unrestricted access to a minimum of two remote exits shall be provided on each floor of Government occupancy. Scissor stairs shall be counted as only one approved exit. Open-air exterior fire escapes will not be counted as an approved exit. Additional fire alarm system requirements will apply when offered space is located 2 or more stories in height above the lowest level of exit discharge.
- d. The Building and the leased space shall be accessible to persons with disabilities in accordance with appendices C and D of 36 CFR Part 1191 (ABA Chapters 1 and 2 and Chapters 3 through 10 of the ADA-ABA Accessibility Guidelines).
- e. The leased space shall be free of all asbestos containing materials, except undamaged asbestos flooring in the space or undamaged boiler or pipe insulation outside the space, in which case an asbestos management program conforming to Environmental Protection Agency guidance shall be implemented. The space shall be free of other hazardous materials and in compliance with applicable Federal, State, and local environmental laws and regulations.
- f. Janitorial services, utilities, and maintenance will be provided daily, extending from 7:00 a.m. to 5:00 p.m. except Saturday, Sunday, and Federal holidays. The Government shall have access to the leased space at all times, including the use of electrical services, toilets, lights, elevators, and Government office machines without additional payment.
- g. The Lessor shall complete any necessary alterations within 30 working days after receipt of approved layout drawings.
- h. The Offeror must have an active registration in the Central Contractor Registration (CCR) System (via the Internet at <http://www.ccr.gov>) prior to lease award and throughout the life of the lease. To remain active, the Lessor must update or renew its registration annually. The Government will not process rent payments to Lessors without an active CCR Registration. The Government will recognize no change of ownership of the leased premises until the new owner registers in the CCR system.

5. SERVICES AND UTILITIES (To be provided by Lessor as part of rent)

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|--|--|--|---|--|
| <input checked="" type="checkbox"/> HEAT | <input checked="" type="checkbox"/> TRASH REMOVAL | <input checked="" type="checkbox"/> ELEVATOR SERVICE | <input checked="" type="checkbox"/> INITIAL & REPLACEMENT LAMPS, TUBES & BALLASTS | <input type="checkbox"/> OTHER (Specify below) |
| <input checked="" type="checkbox"/> ELECTRICITY | <input checked="" type="checkbox"/> CHILLED DRINKING WATER | <input checked="" type="checkbox"/> WINDOW WASHING | <input checked="" type="checkbox"/> PAINTING FREQUENCY | |
| <input checked="" type="checkbox"/> POWER (Special Equip.) | <input checked="" type="checkbox"/> AIR CONDITIONING | Frequency <u>Bi-annually</u> | Space <u>Every 5 years</u> | |
| <input checked="" type="checkbox"/> WATER (Hot & Cold) | <input checked="" type="checkbox"/> TOILET SUPPLIES | <input checked="" type="checkbox"/> CARPET CLEANING | Public Areas <u>Every 5 years</u> | |
| <input checked="" type="checkbox"/> SNOW REMOVAL | <input checked="" type="checkbox"/> JANITORIAL SERV. & SLPP. | Frequency <u>Annually</u> | | |

6. OTHER REQUIREMENTS

Offerors should also include the following with their offers:

- (1) Included as part of the Lessor's Shell Rent: New Carpet and Paint throughout the leased premises, to be completed within 60 days of lease signing.
- (2) Included as part of the Lessor's Shell Rent: A door sign of Government's choice shall be installed and window blinds shall be replaced with like kind.
- (3) Attachments are listed below:
 - Attachment #1 to GSA Form 3626 Minimum Lease Security Standards
 - Attachment #2 to GSA Form 3626 Minimum Lease Standards
 - Form 3516A - Solicitation Provisions
 - Form 3518A - Representations and Certifications
 - Form 3517A - General Clauses
 - Pre-Lease Building Security Plan
 - Seismic Certification
 - Form 12000 or 12001 - Pre-Lease Fire & Life Safety Evaluation with a CAD/PDF of the space

7. NOTE: All offers are subject to the terms and conditions outlined above, and elsewhere in this solicitation, including the Government's General Clauses and Representations and Certifications.

8. BASIS OF AWARD

- THE ACCEPTABLE OFFER WITH THE LOWEST PRICE PER SQUARE FOOT, ACCORDING TO THE ANSL/BOMA Z65.1-1996 DEFINITION FOR BOMA USABLE OFFICE AREA, WHICH MEANS "THE AREA WHERE A TENANT NORMALLY HOUSES PERSONNEL AND/OR FURNITURE, FOR WHICH A MEASUREMENT IS TO BE COMPUTED."
- OFFER MOST ADVANTAGEOUS TO THE GOVERNMENT, WITH THE FOLLOWING EVALUATION FACTORS BEING
 - SIGNIFICANTLY MORE IMPORTANT THAN PRICE
 - APPROXIMATELY EQUAL TO PRICE
 - SIGNIFICANTLY LESS IMPORTANT THAN PRICE
 - Listed in descending order, unless stated otherwise

PART II - OFFER (To be completed by Offeror/Owner and remain open until lease award)

A. LOCATION AND DESCRIPTION OF PREMISES OFFERED FOR LEASE BY GOVERNMENT

<p>1. NAME AND ADDRESS OF BUILDING (Include ZIP Code)</p> <p>Curtis Financial Center 7601 West Clearwater Avenue Kennewick, WA 99336</p>	<p>2. LOCATION(S) IN BUILDING</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">a. FLOOR(S) 2nd</td> <td style="width: 50%;">b. ROOM NUMBER(S) 201, 202</td> </tr> <tr> <td style="width: 50%;">c. SQ. FT. RENTABLE <u>4,229</u> ABOA <u>4,229</u> Common Area Factor <u>1.0</u></td> <td style="width: 50%;">d. TYPE <input checked="" type="checkbox"/> GENERAL OFFICE <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/> WAREHOUSE</td> </tr> </table>	a. FLOOR(S) 2nd	b. ROOM NUMBER(S) 201, 202	c. SQ. FT. RENTABLE <u>4,229</u> ABOA <u>4,229</u> Common Area Factor <u>1.0</u>	d. TYPE <input checked="" type="checkbox"/> GENERAL OFFICE <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/> WAREHOUSE
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B. TERM

3. To have and to hold, for the term commencing on March 1, 2011 and continuing through February 28, 2016 inclusive. The Government may terminate this lease in whole or in part at any time on or after February 28, 2014, by giving at least 90 days notice in writing to the Lessor. No rental shall accrue after the effective date of termination. Said notice shall be computed commencing with the day after the date of mailing. The Government shall also have an additional five year renewal option, exercisable by giving at least 90 days notice in writing to the Lessor prior to the end of the initial five year lease term. The renewal option rents are specified in Section C. Rental, block 5 and 6. Below.

C. RENTAL

4. Rent shall be payable in arrears and will be due on the first workday of each month. When the date for commencement of the lease falls after the 15th day of the month, the initial rental payment shall be due on the first workday of the second month following the commencement date. Rent for a period of less than a month shall be prorated.

5. AMOUNT OF ANNUAL RENT \$97,267.00 for years 1-5 \$105,725.00 for years 6-10	7. HVAC OVERTIME RATE PER HOUR \$0.00	8. ELECTRONIC FUNDS TRANSFER PAYMENT SHALL BE MADE TO (Name and Address) Ardell and Sue T. Curtis Trust u/a/d April 2, 2003, As Amended c/o Freeda Curtis-Cervo Trustee 635 South Auburn Street 500 Kennewick, WA 99336-5639
6. RATE PER MONTH \$8,105.58 for years 1-5 \$8,810.42 for years 6-10		

9a. NAME AND ADDRESS OF OWNER (Mailing address only no PO Boxes Include ZIP code and plus 4 code. If requested by the Government and the owner is a partnership or joint venture, list all General Partners, using a separate sheet, if necessary.)
Ardell and Sue T Curtis Trust u/a/d April 2, 2003, As Amended c/o Freeda Curtis-Cervo Trustee, 635 S Auburn St. 500, Kennewick, WA 99336-5639

9b. TELEPHONE NUMBER OF OWNER [REDACTED]	10. TYPE OF INTEREST IN PROPERTY OF PERSON SIGNING <input type="checkbox"/> OWNER <input type="checkbox"/> AUTHORIZED AGENT <input checked="" type="checkbox"/> OTHER (Specify)
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11a. NAME OF OWNER OR AUTHORIZED AGENT (Type or Print) <u>FREEDA CURTIS-CERVO</u>	11b. TITLE OF PERSON SIGNING Trustee
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11d. DATE <u>3-1-11</u>

PART III - AWARD (To be completed by Government)

1. Your offer is hereby accepted. This award consummates the lease which consists of the following attached documents: (a) this GSA Form 3626, (b) Representations and Certifications, (c) the Government's General Clauses, and (d) the following changes or additions made or agreed to by you:
 - Attachment #1 to GSA Form 3626 Minimum Lease Security Standards
 - Attachment #2 to GSA Form 3626 Minimum Lease Standards
 - Form 3516A - Solicitation Provisions
2. Included in the rent is a tax base of \$1.48 per rentable square foot. The base will adjust annually according to actual taxes paid. The parcel numbers are 106891010234001 and 106891010234002.
3. In accordance with Section 10 of Attachment 2 to GSA Form 3626 - Minimum GSA Requirements, included in the rental rate are the Lessor's Annual Operating Expenses of \$2.40 per Rentable Square Foot. Operating expenses will not exceed 1.0% of the rent.
4. The percentage of Government occupancy is established at 9.397%.
5. No other escalations or adjustments are made part herein of this lease.

2. THIS DOCUMENT IS NOT BINDING ON THE GOVERNMENT OR AUTHORIZED CONTRACTING OFFICER, UNLESS SIGNED BELOW BY

3a. NAME OF CONTRACTING OFFICER (Type or Print) Michael J. O'Brien	3c. DATE <u>3/2/11</u>
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[Handwritten signature]