

DEPARTMENT OF HOMELAND SECURITY TRANSPORTATION SECURITY ADMINISTRATION SUPPLEMENTAL LEASE AGREEMENT	SUPPLEMENTAL AGREEMENT No. 21	DATE
	TO LEASE NO. HSTS17-14-L-RELW07	

ADDRESS OF PREMISES: 7100 Terminal Drive, Unit 937, Oklahoma, OK 73159-0937

THIS AGREEMENT, made and entered into this date by and between, **Oklahoma City Airport Trust**

Whose address is: Will Rogers Airport, 7100 Terminal Drive, Unit 937, Oklahoma, OK 73159-0937

And whose interest in the property, hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the Government:

WHEREAS, the parties hereto desire to extend the above lease for two (2) 1-year terms.

FULL TIME EXCLUSIVE USE of 3,864 rentable sq. ft. located at Will Rogers World Airport (OKC), particularly described in Exhibit "A" attached hereto.

NOW THEREFORE, the parties for the considerations hereinafter mentioned covenant and agree that the above Lease is amended and restated, effective November 1, 2024, as follows:

- Paragraph 2. TERM shall be amended and restated as follows:** "TERM: To have and to hold the said Premises with their appurtenances for a term of five (5) years firm, one (1) 5-year option term, and two (2) 1-year option terms commencing on November 1, 2014 and continuing through October 31, 2026 inclusive, unless otherwise terminated in writing."
- Paragraph 3. RENT:** The Government shall pay the Lessor in accordance with FAR 52.232-19 Availability of Funds for the Next Fiscal Year. In the event that appropriations are not made available at the beginning of the Government's fiscal year (October 1) for the annual lease term, full payment, including all money owed in arrears, shall be made as soon as the funding becomes available and is obligated to the lease contract via written modification by the Contracting Officer.

The Lessor shall invoice monthly, in arrears, and in accordance with the rental table herein and TSA INVOICING CLAUSE (SLA Page 2).

Period of Performance	Year	Rentable sq. ft.	Per sq. ft.	Monthly Rent	Annual Rent
11/01/24 - 10/31/25	Additional Term 1	3,864	\$42.00	\$13,524.00	\$162,288.00
11/01/25 - 10/31/26	Additional Term 2	3,864	\$42.00	\$13,524.00	\$162,288.00
Total Value of Contract Extension					\$324,576.00

- Paragraph 5. RENEWAL OPTION shall be amended to add the following statement:** "RENEWAL OPTION: This lease will automatically renew for one, 1-year term beginning on November 1, 2025 and ending on October 31, 2026 (full term of lease), provided however that the Government does not exercise its right to terminate this lease (see Lease Paragraph 4 TERMINATION)."
- FOR GOVERNMENT ADMINISTRATIVE USE ONLY:** The purpose of this administrative action by the Government is for the obligation of annual appropriated funding to the lease contract. Obligated funding is intended for use in the payment of rentals, ancillary services, and operating costs for the term of the Lease effective August 14, 2024:
 - PR #247668E472 - Funding in the amount of \$250,000.00 is hereby obligated to the lease contract. As a result, the lease funded value increases from \$1,087,719.48 by \$250,000.00 to \$1,337,719.48.
 - PR #247668E321 - Funding in the amount of \$63,522.91 is hereby obligated to the lease contract. As a result, the lease funded value increases from \$1,337,719.48 by \$63,522.91 to \$1,401,242.39.
- All other terms and conditions of the lease shall remain unchanged, and in full force and effect.

This SLA contains SIX (6) pages.

Important: Lessor is required to sign this document and return ONE electronic signed/scanned copy-OR-TWO original copies to the issuing office. Return receipt requested.

IN WITNESS WHEREOF, the Parties subscribed their names as of the above date.

LESSOR: Oklahoma City Airport Trust **SEE ATTACHED SIGNATURES**

BY _____ (Signature) _____ (Title)

IN THE PRESENCE OF (witnessed by):

(Signature) (Address)

UNITED STATES OF AMERICA

BY _____ Contracting Officer
(Official Title)

INVOICING CLAUSE

a) Invoice Submission Method: Invoices may be submitted via facsimile, U.S. Mail, or email. Contractors shall utilize ONLY ONE method per invoice submission. The submission information for each of the methods is as follows in order of preference:

1) Email Invoices:

FIN-SMB-TSAInvoices@uscg.mil or WWW.FINCEN.USCG.MIL

2) Facsimile number is: 757-413-7314

The facsimile number listed above shall be used by contractors for ORIGINAL invoice submission only. If facsimile submission is utilized, contractors shall not submit hard copies of invoices via the U.S. mail. It is the responsibility of the contractor to verify that invoices are received, regardless of the method of submission used. Contractors may inquire regarding the receipt of invoices by contacting the U.S. Coast Guard Finance Center via the methods listed in subparagraph (e) of this clause.

3) U.S. Mail:

United States Coast Guard Finance Center TSA Commercial Invoices
P.O. Box 4111
Chesapeake, VA 23327-4111

b) Invoice Process: Upon receipt of contractor invoices, FINCEN will electronically route invoices to the appropriate TSA Contracting Officer's Technical Representative and/or Contracting Officer for review and approval. Upon approval, the TSA will electronically route the invoices back to FINCEN. Upon receipt of certified invoices from a Authorized Certifying Official, FINCEN will initiate payment of the invoices.

c) Payment Status: Contractors may inquire on the payment status of an invoice by any of the following means: Contacting the FINCEN Customer Service Section via telephone at 1-800-564-5504 or (757) 523-6940 (Voice Option #1). The hours of operation for the Customer Service line are 8:00 AM to 5:00 PM Eastern Time, Monday through Friday. However, the Customer Service line has a voice-mail feature that is available 24 hours per day, 7 days per week. Via the Payment Inquiry Form: [HTTPS://WWW.FINCEN.USCG.MIL/SECURE/PAYMENT.HTM](https://www.fincen.uscg.mil/secure/payment.htm)

d) Invoice Elements: Invoices will automatically be rejected if the information required in subparagraph (a)(2) of the Prompt Payment Clause, contained in this Section of the Contract, including EFT banking information, Taxpayer Identification Number (TIN), and DUNS number are not included in the invoice. All invoices must be clearly correlate invoiced amounts to the corresponding contract line item number and funding citation.

e) Supplemental Invoice Documentation: Contractors shall submit, if specifically requested, supplemental invoice documentation (e.g. copies of certified time sheets (as applicable), subcontractor invoices, receipts over \$75, signed receiving reports, travel vouchers, etc) necessary to approve an invoice along with the original invoice. The Contractor invoice shall contain the information stated in the Prompt Payment Clause in order to be received and processed by FINCEN. Invoice charges shall be billed per appropriate Contract Line item Number (CLIN), period of performance and obligated funding. Unless otherwise authorized by fiscal law, funding from one CLIN may not be utilized to offset charges on another CLIN, specifically if it is different accounting and appropriation data. Supplemental invoice documentation required for review and approval of invoices may, at the written direction of the Contracting Officer, be submitted directly to either the Contracting Officer, or the Contracting Officer's Technical Representative.

f) Frequency of invoice submission: Invoice shall be submitted at the end of each month.

SAM REGISTRATION (AUG 2008)

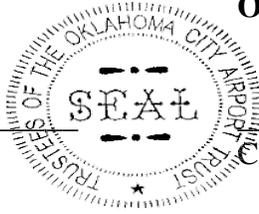
The Lessor must have an active registration in the Systems for Acquisition Management (SAM) System (via the Internet www.SAM.gov) prior to lease award and throughout the life of the lease. To remain active, the Offeror/Lessor is required to update or renew its registration annually. The Government will not process rent payments to Lessors without an active SAM Registration. No change of ownership of the leased premises will be recognized by the Government until the new owner registers in the SAM system.

LESSOR: _____ GOVERNMENT: _____

APPROVED by the Oklahoma City Airport Trust and signed by the Chairman this 22ND
day of AUGUST, 2024.

ATTEST:

Amy K. Simpson
Trust Secretary



OKLAHOMA CITY AIRPORT TRUST

Jerry Salmon
Chairman

APPROVED by the City Council and signed by the Mayor of the City of Oklahoma City this
27TH day of AUGUST, 2024.

ATTEST:

Amy K. Simpson
City Clerk



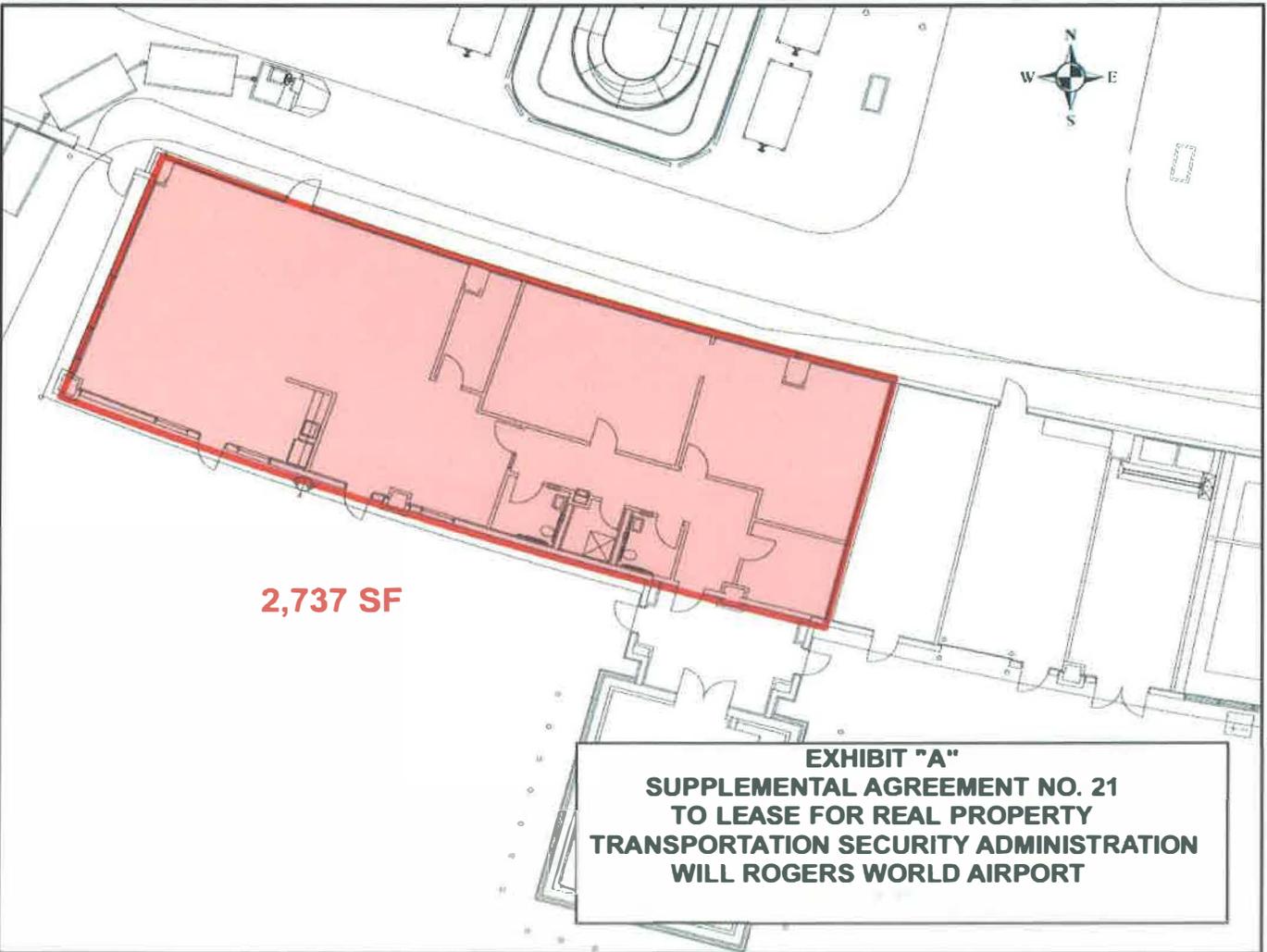
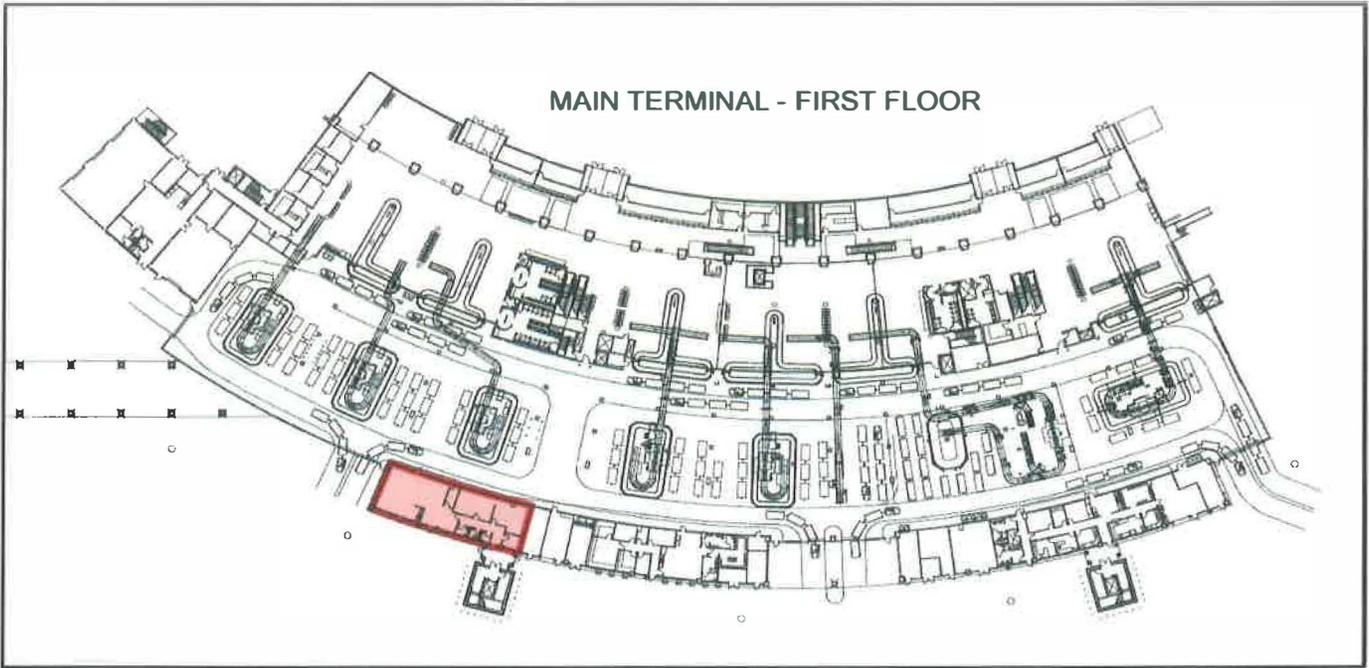
THE CITY OF OKLAHOMA CITY

David Holt
Mayor

REVIEWED for form and legality.

Jami Blocker
Assistant Municipal Counselor/
Attorney for the Trust

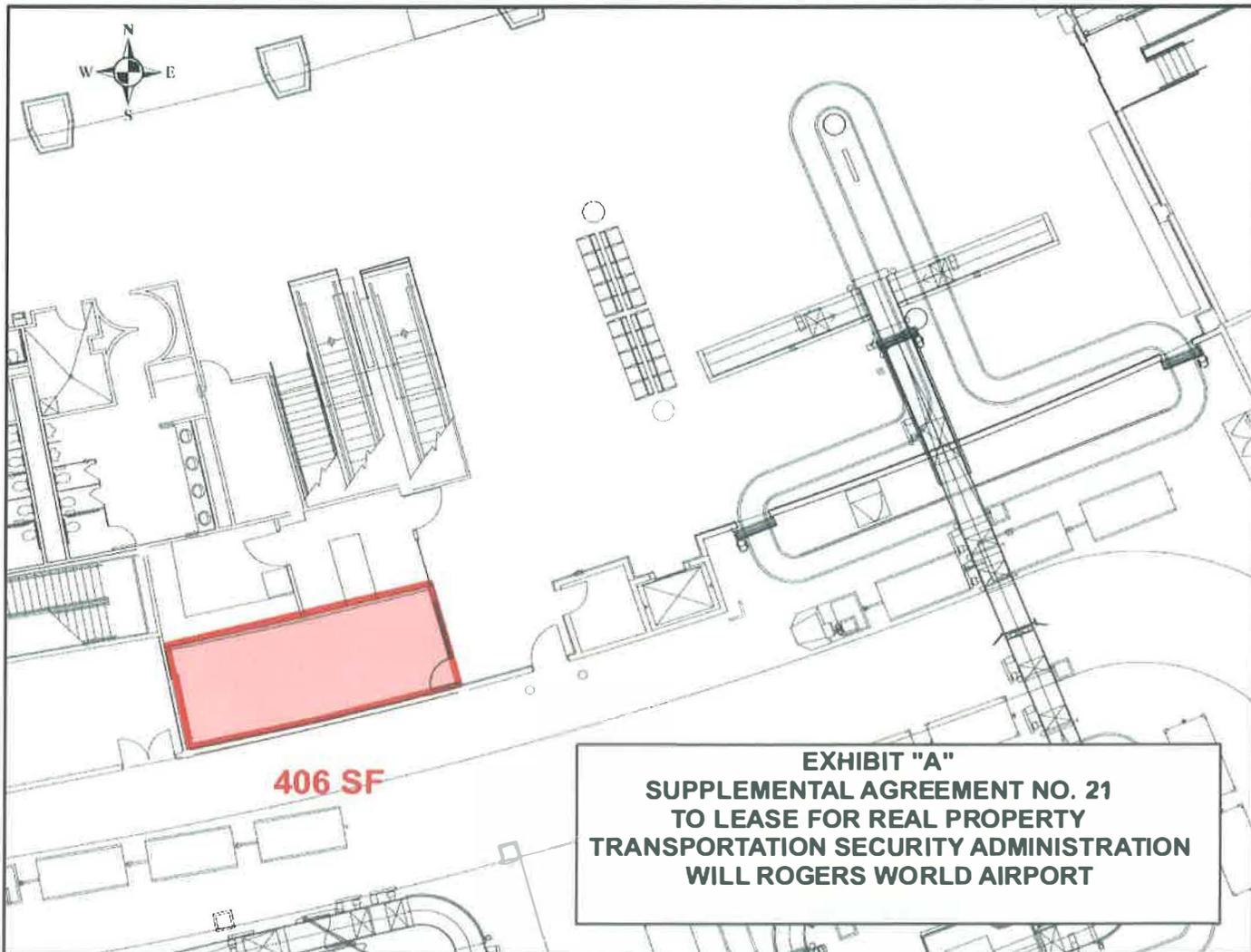
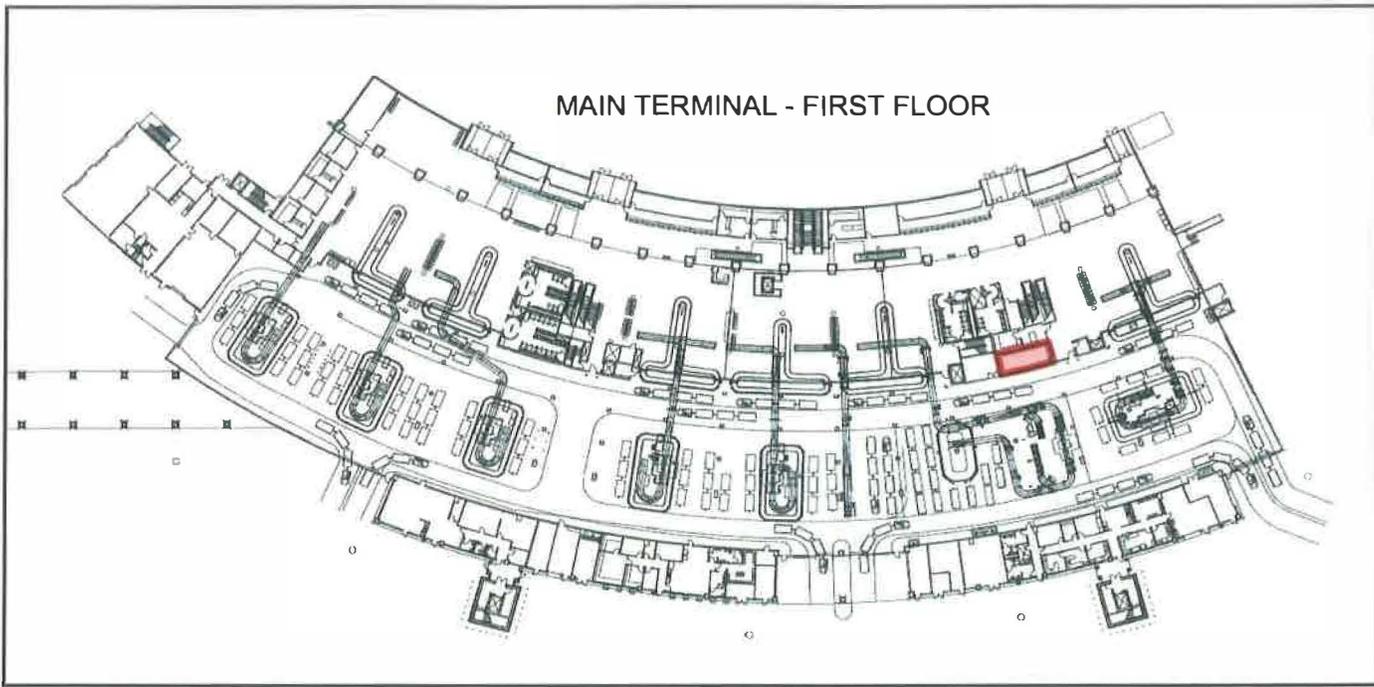
MAIN TERMINAL - FIRST FLOOR



2,737 SF

EXHIBIT "A"
SUPPLEMENTAL AGREEMENT NO. 21
TO LEASE FOR REAL PROPERTY
TRANSPORTATION SECURITY ADMINISTRATION
WILL ROGERS WORLD AIRPORT

MAIN TERMINAL - FIRST FLOOR



406 SF



**Transportation Security Administration
2nd Floor
Terminal Expansion
721 SF**

