

OPTION PERIODS REMAINING:

There are no option periods remaining.



Vendor during the option period will continue to provide property management services, including maintenance and all operations of the Building, as follows:

Management Services

- 1) Manage, maintain and operate the Building.
- 2) Hire, supervise and oversee the building engineers.
- 3) Provide full financial accountability and report of income from and expenses of the Building.
- 4) Prepare financial and management reports and maintain appropriate records.
- 5) Manage and coordinate relations with Building occupants, including administration of all leases, communication with occupants, recording of rent collections, and provision of responsive occupant
- services. 6) Administer, interact with, and coordinate the performance of and pay for all goods and services from the Disbursement Account required in the operation of the Building. 7) Administer and coordinate capital improvements as directed by the Board.

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AUTHORIZATION:

Authorize the General Counsel to include other relevant terms and conditions in the written option document. Authorize the President and Secretary to execute the option document. Authorize Chief Operating Officer to execute all ancillary documents required to administer or effectuate this option agreement.

AFFIRMATIVE ACTION:

Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:

SÉBASTIEN de LONGEAUX Chief Procurement Officer Approved:

BARBARA BYRD-BENNETT Chief Executive Officer

Approved as to Legal Form WIM

General Counsel