



Date: June 11, 2024

To: Xavier Leonard, Legislative Services Agency

From: Adam Steen, Director

RE: Lease renewal by and between Upper Explorerland Regional and Iowa Department of Administrative Services on behalf of the Iowa Workforce Development

Leased Premises: Approximately, 1,776 Square Feet of office space located at 325 Washington Street, Decorah, Iowa 52101.

Term of Lease: The lease shall commence on August 1, 2024 and shall end on July 31, 2027.

Cost of the Lease: For the lease term commencing on August 1, 2024 through July 31, 2027, the annual cost of this lease will be approximately, \$32,856.00.

The total cost of this lease is estimated to be \$98,568.00.

Source of Funding: The source of funding is a mixture of Federal and State funds.

Consequences of delaying or abandoning the lease: Consequences would be denying services to clients in Iowa's Northeast region and compromise Iowa's compliance of State code and Federal law of providing these services to all regions of the State.

We are submitting the above information, pursuant to Iowa Code sec. 8A.321 (16) (2023). If you have questions or comments, please do not hesitate to contact Barbara Bendon at 515-281-8887 or email Barbara.Bendon@Iowa.gov.