



Date: August 5, 2025

To: Xavier Leonard, Legislative Services Agency

From: Adam Steen, Director

RE: Lease by and between Northeast Iowa Community College and Iowa Department of Administrative Services on behalf of and for the benefit of the Iowa Workforce Development

Leased Premises: Approximately, 5,488 Square Feet of office space located on the second floor at 680 Main Street, Dubuque, Iowa 52001

Term of Lease: The lease shall commence on December 1, 2025 and shall end on November 30, 2026.

Cost of the Lease: For the lease term commencing on December 1, 2025 through November 30, 2026, the total cost of this lease will be approximately, \$65,856.00.

Source of Funding: Iowa Workforce Development leases are paid with a mixture of federal and state funding.

Consequences of delaying or abandoning the lease: Delaying or canceling the lease for the office located in Dubuque would reduce or eliminate services to citizens in Dubuque and its surrounding areas and would compromise Iowa's compliance with federal law for providing those services.

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](mailto:Barbara.Bendon@Iowa.gov).