



Date: March 24, 2026

To: Xavier Leonard, Legislative Services Agency

From: Mark Campbell, Director

RE: Lease by and between PB&J Holdings LLC. and Iowa Department of Administrative Services on behalf of and for the benefit of the Iowa Vocational Rehabilitation Services, A Division of Iowa Workforce Development

Leased Premises: Approximately, 1,250 Square Feet of office space located at 704 Walnut Street, Suite 3, Atlantic, Iowa 50022

Term of Lease: The lease shall commence on June 1, 2026 and shall end on May 31, 2031.

Cost of the Lease: For the lease term commencing on June 1, 2026 through May 31, 2029, the annual cost of this lease will be approximately, \$14,256.00. For the lease term commencing on June 1, 2029 through May 31, 2031, the annual cost of this lease will be approximately, \$14,544.00.

The total cost of this lease is \$71,856.00.

Source of Funding: Iowa Vocational Rehabilitation Services' 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 Atlantic would reduce or eliminate services to a protected class of citizens in Atlantic 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.