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2022 RES-243

**AUTHORIZING JOB CENTER AND SOUTH MADISON OFFICE SPACE SHARING
LEASE AGREEMENT WITH FORWARD SERVICE CORPORATION
DCDHS – EAWS DIVISION**

Dane County Department of Human Services (DCDHS) Economic Assistance and Work Services (EAWS) Division is in partnership with Forward Service Corporation (FSC) for the provision of Wisconsin Works (W2) and FoodShare Employment and Training services located at the Dane County Job Center and South Madison Offices. FSC has been leasing office space from the county since 2013 and its current lease expires at the end of 2022.

FSC desires to sign a new one (1) year lease beginning January 1, 2023 and ending December 31, 2023 with the option to renew for four (4) successive one-year terms at a 2% annual escalator for the following spaces:

- 1819 Aberg Avenue: Twenty-six (26) standard cubicle workspaces and five (5) standard sized private offices
- 2306 South Park St: One (1) standard cubicle workspaces and two (2) standard sized private offices along with exclusive use of conference room #108 and shared use of conference room #107.

Rent shall be set at \$218.00 per workspace or office per month. FSC shall receive a monthly in-kind contribution of 20 workspaces or offices, resulting in a monthly rental payment of \$3,052.00 or \$36,624.00 annually for 14 workspaces and conference room use.

NOW, THEREFORE, BE IT RESOLVED that Dane County enter into a Lease Agreement with Forward Service Corp under the terms summarized above; and

BE IT FURTHER RESOLVED that the Dane County Executive and County Clerk are hereby authorized to execute the described Lease on behalf of Dane County.