2018 RES-133
AUTHORIZING JOB CENTER OFFICE AND SOUTH MADISON OFFICE SPACE
SHARING AGREEMENT BETWEEN DANE COUNTY DEPARTMENT OF HUMAN
SERVICES AND FORWARD SERVICE CORPORATION - EAWS DIVISION

Dane County Department of Human Services is in partnership with Forward Service Corporation for the provision of Wisconsin Works (W2) and FoodShare Employment and Training services located at the Dane County Job Center and South Madison Offices.

Beginning January 1, 2018 through March 31, 2018, Forward Service Corporation will lease thirty four (34) standard cubicle workspaces and five (5) standard sized private offices within the Dane County Human Services Job Center building located at 1819 Aberg Avenue, Madison, Wisconsin.

Beginning April 1, 2018 Forward Service Corporation will lease twenty-six (26) standard cubicle workspaces and five (5) standard sized private offices within the Dane County Human Services Job Center and also three (3) standard cubicle workspaces within the South Madison Office located at 2306 South Park Street, Madison, Wisconsin.

This resolution authorizes the rental agreement and revenue of \$7,558.20 per month for January through March, 2018 based upon 39 workspaces at a per workspace rate of \$193.80. For April through September, 2018, monthly revenue will be \$6,732 per month for 34 workspaces at a per workspace rate of \$198.00. Thereafter, monthly revenue will be \$2,772 to cover costs related to occupying 14 spaces during the lease year of 01/01/18 to 12/31/18. Included in the agreement is a provision of 20 in-kind FSET spaces. The number of workspace units may be adjusted during the lease term. Five successive one-year renewal options are included with this lease with a 2% increase annually.

The space will be utilized by Forward Service Corporation staff and includes the use of designated conference and meeting rooms, break rooms, restrooms, parking and other common area space as may reasonably be made available at the leased premises. The total rate for the term period is \$71,382.60.

NOW, THEREFORE, BE IT RESOLVED that Dane County enter into a lease with Forward Service Corporation; and

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