

AGREEMENT BETWEEN
MINNESOTA DEPARTMENT OF EMPLOYMENT
AND ECONOMIC DEVELOPMENT –
VETERANS SERVICES
AND
THE CITY OF DULUTH

THIS AGREEMENT, effective as of the date of attestation by the City Clerk (the “Effective Date”), by and between the City of Duluth, Minnesota, acting through its Workforce Development Division, hereinafter referred to as the “City” and the Minnesota Department of Employment and Economic Development–Veterans Services, hereinafter referred to as “DEED-VS.”

WHEREAS, the City and DEED-VS have a sublease agreement for shared office space in the Duluth Athletic Club Building for the Duluth Joint Workforce Center also known as CareerForce in Duluth;

WHEREAS, as a partner with CareerForce, DEED-VS provides under-employed and unemployed veterans with information on coping with unemployment, seeking and applying for employment, and maintaining employment, as well as providing information on training opportunities and other forms of employment and training assistance;

WHEREAS, pursuant to an approved Infrastructure Funding Agreement (IFA) between the City and DEED-VS, attached hereto as Exhibit A, DEED-VS is responsible for providing reception and career lab personnel staffing at the Duluth CareerForce location;

WHEREAS, instead of providing personnel to meet its staffing obligation under the IFA, DEED-VS wishes to instead pay the City to provide said staffing; and

WHEREAS, the City has the capacity and ability to provide said staffing services.

NOW, THEREFORE, in consideration of the mutual undertakings and agreements contained within this Agreement, the City and DEED-VS agree as follows:

A. Scope of Services

The City will fulfill DEED-VS weekly required reception, and career lab services at the Duluth CareerForce location.

B. Fees

DEED-VS will pay City \$141.61 per week for providing Services outlined below in Section B. City will invoice DEED-VS once a quarterly at deed.adminv@state.mn.us. The cost for services are outlined as follows:

CareerForce Location	Service	Cost Per Hour	DEED-VS share per IFA (hours/week)	Total cost per week
Duluth	Reception	\$45.68	1.8	\$82.22
	Career Lab	\$45.68	1.3	\$59.38
Total Payment to City per Week				\$141.61

DEED-VS will pay to City, on a quarterly basis, \$141.61 per week for providing reception and career lab services. The total amount paid under this agreement shall not exceed \$17,219.53 (Seventeen Thousand Two Hundred Nineteen 53/100 Dollars). Said weekly rate shall be paid to City regardless of actual hours of operation of the DEED-VS, City, and/or CareerForce offices in that week. Any portion of a week constitutes a week. DEED-VS will pay City within 30 days of date of written invoice mailed or delivered by the City to DEED-VS. Payments to City will be deposited into city fund no. 268-031-6251-4324

C. Duration

The terms of this Agreement shall be deemed effective March 1, 2024, and shall end June 30, 2026 (121 weeks, three days). The Agreement may also be terminated by either party after giving at least thirty (30) days' written notice to the other party.

D. Amendments

Any alterations, variations, modifications or waivers of terms of this Agreement shall be binding upon the City and DEED-VS only upon being reduced to writing and signed by a duly authorized representative of each party.

E. Independent Contractor

a. City shall in no way be responsible to defend, indemnify or save harmless DEED-VS from liability or judgments arising out of intentional or negligent acts or omissions of DEED-VS or its employees while performing the work specified by this Agreement.

b. The parties do not intend by this Agreement to create a joint venture or joint enterprise, and expressly waive any right to claim such status in any dispute arising out of this Agreement.

c. DEED-VS expressly waives any right to claim any immunity provided for in Minnesota Statutes Chapter 466 or pursuant to the official immunity doctrine.

F. Liability

Each party will be responsible for its own acts and behavior and the results thereof.

G. Government Data Practices

Each party will comply with the Minnesota Government Data Practices Act, Minn. Stat.Ch.13, as it applies to all data created pursuant to this Agreement. The civil remedies of Minn. Stat. Sec. 13.08 apply to the release of the data referred to in this clause by either the City or DEED-VS.

H. Notices

Unless otherwise expressly provided herein, any notice or other communication required or given shall be in writing and shall be effective for any purpose if served, with delivery or postage costs prepaid, by nationally recognized commercial overnight delivery service or by registered or certified mail, return receipt requested, to the following addresses:

City: City of Duluth
Workforce Development
402 West First Street
Duluth MN 55802
Attn: Elena Foshay efoshay@duluthmn.gov

DEED-VS: DEED - Veteran Services
Duluth CareerForce Center
402 West 1st Street
Duluth, MN 55802
Attn: Jeanna Fortney
Jeanna.Fortney@state.mn.us

I. Civil Rights Assurances

The City and DEED-VS, as part of the consideration under this Agreement, do hereby covenant and agree that:

a. No person on the grounds of race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance, sexual orientation, and/or disability shall be excluded from any participation in, denied any benefits of, or otherwise subjected to discrimination with regard to the work to be done pursuant to this Agreement.

b. That all activities to be conducted pursuant to this Agreement shall be conducted in accordance with the Minnesota Human Rights Act of 1974, as amended (Chapter 363), Title 7 of the U.S. Code, and any regulations and executive orders which may be affected with regard thereto.

J. Laws, Rules and Regulations

DEED-VS and the City agree to observe and comply with all laws, ordinances, rules and regulations of the United States of America, the State of Minnesota, Saint Louis County, and the City of Duluth with respect to their respective agencies which are applicable to its activities under this Agreement.

K. Applicable Law

This Agreement, together with all of its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

L. Force Majeure

Neither party shall be liable for any failure of or delay in performance of its obligations under his Agreement to the extent such failure or delay is due to circumstances beyond its reasonable control, including, without limitation, acts of God, acts of a public enemy, fires, floods, wars, civil disturbances, sabotage, accidents, insurrections, blockades, embargoes, storms, explosions, labor disputes, acts of any governmental body (whether civil or military, foreign or domestic), failure or delay of third parties or governmental bodies from whom a party is obtaining or must obtain approvals, franchises or permits, or inability to obtain labor, materials, equipment, or transportation. Any such delays shall not be a breach of or failure to perform this Agreement or any part thereof and the date on which the party's obligations hereunder are due to be fulfilled shall be extended for a period equal to the time lost as a result of such delays.

M. Severability

In the event any provision herein shall be deemed invalid or unenforceable, the remaining provision shall continue in full force and effect and shall be binding upon the parties to this Agreement.

N. Entire Agreement

It is understood and agreed that the entire agreement of the parties including all exhibits is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. Any amendment to this Agreement shall be in writing and shall be executed by the same parties who executed the original agreement or their successors in office.

O. Counterparts

This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original as against any party whose signature appears thereon, but all of which together shall constitute but one and the same instrument. Signatures to this Agreement transmitted by facsimile, by electronic mail in "portable document format" (".pdf"), or by any other electronic means which preserves the original graphic and pictorial appearance of the Agreement, shall have the same effect as physical delivery of the paper document bearing the original signature.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the date of attestation shown below.

CITY OF DULUTH

STATE AGENCY

By: _____
Mayor

DocuSigned by:
By Jeanna Fortney
504DFF2CDA754C6...
Jeanna Fortney
Its: CareerForce Director _____

Attest:

City Clerk

Date Attested: _____

Countersigned:

City Auditor

As to form:

City Attorney

INFRASTRUCTURE FUNDING AGREEMENT

Local Workforce Development Area: **LWDA 4**Center: **Duluth**Effective Dates, from: to: **01/01/2024 - 06/30/2026**

This document complies with the Workforce Innovation and Opportunity Act (WIOA) and all other Federal and State requirements.

Compliance Statement:

ALL INFRASTRUCTURE COSTS				
Cost Item	Cost Pool	Estimated Annual Cost		Partner(s)
AEOA 3rd Floor MFD	Equipment	\$ 164.73	Dedicated	AEOA
City Computers/Phones	IT	\$ 2,620.00	Dedicated	AEOA
City Phone Rental	IT	\$ 180.00	Dedicated	AEOA
City Network Fee	IT	\$ 720.00	Shared	AEOA/JET
City Phone Service	IT	\$ 480.00	Shared	AEOA/JET
City Fiber Connection	IT	\$ 4,800.00	Shared	AEOA/JET/DWD
DEED 3rd Floor MFD	Equipment	\$ 2,866.75	Shared	JS/VETS/REA
MNIT Computers/Phones	IT	\$ 3,000.00	Shared	JS/VETS/REA
DWD 3rd Floor MFD	Equipment	\$ 5,020.00	Dedicated	DWD
City Computers/Phones	IT	\$ 62,651.00	Dedicated	DWD
JET 3rd Floor MFD	Equipment	\$ 300.00	Dedicated	JET
Computers	Equipment	\$ 2,500.00	Dedicated	JET
MNIT Computers/Phones	Equipment	\$ 443.40	Dedicated	LMI
Rent	Facilities	\$ 286,366.31	Both	Shared
MNIT Shared Phones	Front Desk	\$ 886.80	Shared	Shared
Shared Supplies	Front Desk	\$ 918.78	Shared	Shared
MNIT WAN	Career Lab	\$ 21,756.96	Shared	TAA
MNIT Computers	Career Lab	\$ 5,568.36	Shared	Shared
MNIT Phones	Career Lab	\$ 886.80	Shared	Shared
MNIT Staff Computer	Career Lab	\$ 795.48	Shared	Shared
DEED Career Lab MFD	Career Lab	\$ 2,809.08	Shared	Shared
City Computers/Phones	Interview Rooms	\$ 6,480.00	Shared	AEOA/JET/DWD
City 2nd Floor MFD	Equipment	\$ 1,241.54	Shared	Shared
City Front Desk Equipment	Equipment	\$ 1,275.00	Shared	Shared
DEED Shredding Service	Facilities	\$ 520.00	Shared	Shared
Conference Room Equipment	IT	\$ 10,500.00	Shared	Shared
MNIT Computers/Phones	IT	\$ 443.40	Dedicated	PROWD
MNIT Computers/Phones	IT	\$ -	Dedicated	SSB
MNIT Computers/Phones	IT	\$ 443.40	Dedicated	UI Audit
DEED MFD	Equipment	\$ 3,358.00	Dedicated	VRS
MNIT Phones	IT	\$ 3,700.00	Dedicated	VRS
MNIT Computers/Internet	IT	\$ 5,900.00	Dedicated	VRS
TOTAL Infrastructure Costs		\$ 439,595.79		

Costs transferred from local worksheets

INFRASTRUCTURE FUNDING AGREEMENT

Local Workforce Development Area: **LWDA 4**Center: **Duluth**Effective Dates, from: to: **01/01/2024 - 06/30/2026**

This document complies with the Workforce Innovation and Opportunity Act (WIOA) and all other Federal and State requirements.

Compliance Statement:

SHARED COSTS ONLY					
Cost Item	Cost Pool	Annual Cost		Partner(s)	
MNIT WAN	Career Lab Internet	\$ 21,756.96	Shared	TAA	
MNIT Computers	Career Lab	\$ 5,568.36	Shared	Shared	
MNITPhones	Career Lab	\$ 886.80	Shared	Shared	
MNIT Staff Computer	Career Lab	\$ 795.48	Shared	Shared	
DEED Career Lab MFD	Career Lab	\$ 2,809.08	Shared	Shared	
City Network Fee	City IT	\$ 720.00	Shared	AEOA/JET	
City Phone Service	City IT	\$ 480.00	Shared	AEOA/JET	
DEED 3rd Floor MFD	DEED Equipment	\$ 2,866.75	Shared	JS/VETS/REA	
City 2nd Floor MFD	Interview Rooms	\$ 1,241.54	Shared	By Usage	
City Front Desk Equipment	Front Desk	\$ 1,275.00	Shared	Shared	
Rent	Facilities	\$ 286,366.31	Both	Shared	
DEED Shredding Service	Facilities	\$ 520.00	Shared	Shared	
MNIT Shared Phones	Front Desk	\$ 886.80	Shared	Shared	
Shared Supplies	Front Desk	\$ 918.78	Shared	Shared	
MNIT Computers/Phones	MNIT	\$ 3,000.00	Shared	JS/VETS/REA	
Conference Room Equipment	IT	\$ 10,500.00	Shared	Shared	
City Fiber Connection	IT - City	\$ 4,800.00	Shared	AEOA/JET/DWD	
City Computers/Phones	Interview Rooms	\$ 6,480.00	Shared	AEOA/JET/DWD	
Total Shared Costs		\$ 351,871.86			

Allocation Basis		
Cost Pool	Cost	Allocation base
Career Lab Internet	\$21,756.96	TAA only
Career Lab Equipment	\$10,059.72	Dedicated square feet
City IT	\$1,200.00	1/2 split (JET, AEOA)
DEED Equipment	\$2,866.75	1/3 split (Job Service, Vets, REA Only)
Interview Room Equipment	\$7,721.54	Dedicated square feet (AEOA, JET, DWD Only)
Facilities (non-rent) and Supplies	\$1,438.78	Dedicated square feet
Front Desk Equipment	\$2,161.80	Dedicated square feet
MNIT	\$3,000.00	1/3 split (Job Service, Vets, REA Only)
IT - Conference Rooms	\$10,500.00	Dedicated square feet
IT - City	\$4,800.00	1/3 split (AEOA, JET, DWD)

RENT		
Dedicated space	\$101,560.68	Dedicated square feet
Common space	\$169,538.17	Dedicated + Assigned
Interview rooms	\$15,267.46	1/4 split (Job Service, AEOA, JET, DWD)
Total Rent	\$286,366.31	

Additional Costs				
Cost Item	Cost Pool	Estimated Annual Cost		Partner
Front Desk Staff	Front Desk	\$ 100,953	Shared	See MOU Attachment B
Career Lab Staff	Career Lab	\$ 71,261	Shared	See MOU Attachment B
City Admin Services	General Operations	\$ 60,672	Dedicated	DWD non-cash contribution
Site Management	General Operations	\$ 32,517	Dedicated	DWD non-cash contribution
Total Additional Costs		\$ 265,403		

ANNUAL COST ALLOCATION - data transferred from local approved worksheets								SHARED COSTS - SPACE through 7-31-24				SHARED COSTS - OTHER COST POOLS										ANNUAL TOTAL of SHARED COSTS
Partner	Dedicated Space	Assigned Space	Dedicated Space Percentage	Dedicated + Assigned Percentage	Common Space	Interview Space	Total Sq Ft	Dedicated Space Cost	Common Space Cost	Interview Room Space Cost	Total Rent Cost	Career Lab Internet	Career Lab	City IT	DEED Equipment	City Equipment	Facilities (non-rent)	Front Desk	MNIT	IT	IT - City	
DWD	1932.8		33.53%	33.16%	3312.41	223.60	5468.81	\$32,992.90	\$56,542.92	\$3,816.85	\$93,352.66	0	\$3,372.84	0	0	\$843.75	\$174.35	\$605.38	\$0.00	\$3,520.46	\$3,760.00	\$105,629.44
AEOA	64		1.11%	1.10%	109.68	223.60	397.28	\$1,092.48	\$1,872.28	\$3,816.85	\$6,781.61	0	\$111.68	\$600.00	0	\$27.94	\$5.77	\$20.05	0.00	\$116.57	\$3,760.00	\$11,423.63
JET	721.8		12.52%	12.38%	1237.01	223.60	2182.41	\$12,321.13	\$21,115.83	\$3,816.85	\$37,253.81	0	\$1,259.58	\$600.00	0	\$315.10	\$65.11	\$226.08	0	\$1,314.71	\$3,760.00	\$44,794.38
Job Service	327.9		5.69%	5.63%	561.95	223.60	1113.45	\$5,597.25	\$9,592.52	\$3,816.85	\$19,006.62	0	\$572.20	0	\$955.58	\$143.14	\$29.58	\$102.70	\$1,000.00	\$597.25	0	\$22,407.08
LMI	64		1.11%	1.10%	109.68	0.00	173.68	\$1,092.48	\$1,872.28	\$0.00	\$2,964.76	0	\$111.68	0	\$0.00	\$27.94	\$5.77	\$20.05	0	\$116.57	0	\$3,246.77
SSB	150		2.60%	2.57%	257.07	0.00	407.07	\$2,560.50	\$4,388.16	\$0.00	\$6,948.66	0	\$261.76	0	\$0.00	\$65.48	\$13.53	\$46.98	0	\$273.21	0	\$7,609.63
UI - RESEA	76.6		1.33%	1.31%	131.28	0.00	207.88	\$1,307.56	\$2,240.89	\$0.00	\$3,548.45	0	\$133.67	0	\$955.58	\$33.44	\$6.91	\$23.99	\$1,000.00	\$139.52	0	\$5,841.57
Vets	238		4.13%	4.08%	407.88	0.00	645.88	\$4,062.66	\$6,962.55	\$0.00	\$11,025.21	0	\$415.32	0	\$955.58	\$103.90	\$21.47	\$74.54	\$1,000.00	\$433.50	0	\$14,029.53
PROWD	64		1.11%	1.10%	109.68	0.00	173.68	\$1,092.48	\$1,872.28	\$0.00	\$2,964.76	0	\$111.68	0	\$0.00	\$27.94	\$5.77	\$20.05	\$0.00	\$116.57	0	\$3,246.77
VRS	2125.6		36.87%	36.47%	3642.83	0.00	5768.43	\$36,283.99	\$62,183.17	\$0.00	\$98,467.16	0	\$3,709.29	0	\$0.00	\$927.92	\$191.74	\$665.77	\$0.00	\$3,871.63	0	\$107,833.50
ABE*		21.3	0.00%	0.37%	36.50	0.00	57.80	\$363.59	\$623.12	\$0.00	\$986.71	0	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$986.71
TAA*		0	0.00%	0.00%	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,756.96	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$21,756.96
Carl Perkins CTE*		21.3	0.00%	0.37%	36.50	0.00	57.80	\$363.59	\$623.12	\$0.00	\$986.71	0	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$986.71
CSBG/CAD		21.3	0.00%	0.37%	36.50	0.00	57.80	\$363.59	\$623.12	\$0.00	\$986.71	0	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$986.71
REO - Second Chance Act*		0	0.00%	0.00%	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
Total	5764.7	5828.6			9989.00	894.40	16712.00	\$99,494.20	\$170,512.23	\$15,267.41	\$285,273.84	\$21,756.96	\$10,059.72	\$1,200.00	\$2,866.75	\$2,516.54	\$520.00	\$1,805.58	\$3,000.00	\$10,500.00	\$11,280.00	\$350,779.39

SPACE		
Cost per sq. ft (inc. janitorial) 8-1-2023 through 7-31-2024 \$16.07 + \$1.00/sf	\$17.07	
Total Square Feet	16712	
Dedicated space	5828.6	\$99,494.20
Common space	9989	\$170,512.23
Interview rooms	894.4	\$15,267.41

Combined
Percentage
DWD,
AEOA, JET,
JS only

COST POOLS	
Career Lab Internet	\$21,756.96
Career Lab	\$10,059.72
City IT	\$1,200.00
DEED Equipment	\$2,866.75
City Equipment	\$2,516.54
Facilities (non-rent)	\$520.00
Front Desk	\$1,805.58
MNIT	\$3,000.00
IT	\$10,500.00
IT - City	\$11,280.00

NOTE REGARDING LEASE ALLOCATION: Amounts shown are for \$16.07/sq. ft. plus \$1/sq. ft for cleaning service. Lease amounts will increase (3% yearly on base) to \$16.55 (August 2024) and \$17.05 (August 2025), plus the \$1 for janitorial services remains constant and should be included in addition to each of the annual increases.

MONTHLY COST ALLOCATION -

data transferred from local approved worksheets
Some actual costs may vary month to month

	\$23,772.82	\$1,813.08	\$464.03	\$73.90	\$66.29	\$234.09	\$60.00	\$40.00	\$238.90
	Rent through 7-31-24 based on Dedicated Space and local agreement	MNIT WAN Wide Area Network TAA only	Shared (CL) MNIT Computers based on Dedicated Space	Shared (CL) MNIT Phones based on Dedicated Space	Shared (CL) MNIT Staff Computer based on Dedicated Space	DEED Career Lab MFD based on Dedicated Space	City Network Fee based on local agreement	City Phone Service based on local agreement	DEED 3rd Floor MFD based on local agreement
DWD	\$ 7,779.39	\$ - 0.00%	\$ 155.58 33.53%	\$ 24.78 33.53%	\$ 22.23 33.53%	\$ 78.49 33.53%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
AEOA	\$ 565.13	\$ - 0.00%	\$ 5.15 1.11%	\$ 0.82 1.11%	\$ 0.74 1.11%	\$ 2.60 1.11%	\$ 30.00 50.00%	\$ 20.00 50.00%	\$ - 0.00%
JET	\$ 3,104.48	\$ - 0.00%	\$ 58.10 12.52%	\$ 9.25 12.52%	\$ 8.30 12.52%	\$ 29.31 12.52%	\$ 30.00 50.00%	\$ 20.00 50.00%	\$ - 0.00%
Job Service	\$ 1,583.89	\$ - 0.00%	\$ 26.39 5.69%	\$ 4.20 5.69%	\$ 3.77 5.69%	\$ 13.32 5.69%	\$ - 0.00%	\$ - 0.00%	\$ 119.45 50.00%
LMI	\$ 247.06	\$ - 0.00%	\$ 5.15 1.11%	\$ 0.82 1.11%	\$ 0.74 1.11%	\$ 2.60 1.11%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
SSB	\$ 579.06	\$ - 0.00%	\$ 12.07 2.60%	\$ 1.92 2.60%	\$ 1.72 2.60%	\$ 6.09 2.60%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
UI - RESEA	\$ 295.70	\$ - 0.00%	\$ 6.17 1.33%	\$ 0.98 1.33%	\$ 0.88 1.33%	\$ 3.11 1.33%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
Vets	\$ 918.77	\$ - 0.00%	\$ 19.16 4.13%	\$ 3.05 4.13%	\$ 2.74 4.13%	\$ 9.66 4.13%	\$ - 0.00%	\$ - 0.00%	\$ 119.45 50.00%
PROWD	\$ 247.06	\$ - 0.00%	\$ 5.15 1.11%	\$ 0.82 1.11%	\$ 0.74 1.11%	\$ 2.60 1.11%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
VRS	\$ 8,205.60	\$ - 0.00%	\$ 171.10 36.87%	\$ 27.25 36.87%	\$ 24.44 36.87%	\$ 86.32 36.87%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
ABE*	\$ 82.23	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
TAA*	\$ -	\$ 1,813.08 100.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
Carl Perkins CTE*	\$ 82.23	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
CSBG/CAD	\$ 82.23	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
REO - Second Chance Act*	\$ -	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%	\$ - 0.00%
Totals >	\$ 23,772.82	\$ 1,813.08 100.00%	\$ 464.03 100.00%	\$ 73.90 100.00%	\$ 66.29 100.00%	\$ 234.09 100.00%	\$ 60.00 100.00%	\$ 40.00 100.00%	\$ 238.90 100.00%

- Billed by DEED
- Billed by City
- Billed by DEED and/or CITY

NOTE REGARDING LEASE ALLOCATION: Amounts shown are for \$16.07/sq. ft. plus \$1/sq. ft for cleaning service. Lease amounts will increase (3% yearly on base) to \$16.55 (August 2024) and \$17.05 (August 2025), plus the \$1 for janitorial services remains constant and should be included in addition to each of the annual increases.

MONTHLY COST ALLOCATION -

data transferred from local approved worksheets
Some actual costs may vary month to month

	\$23,772.82		\$103.46		\$106.25		\$43.33		\$73.90		\$76.57		\$250.00		\$875.00		\$400.00		\$540.00	
	Rent through 7-31-24 based on Dedicated Space and local agreement	City 2nd Floor MFD based on Dedicated Space		City Front Desk Equipment based on Dedicated Space		DEED Shredding Service based on Dedicated Space		MNIT (FD) Shared Phones based on Dedicated Space		Shared Supplies based on Dedicated Space		MNIT Computers/ Phones based on local agreement		Conference Room Equipment based on Dedicated Space		City Fiber Connection based on local agreement		City Computers/ Phones based on local agreement		
DWD	\$ 7,779.39	\$ 34.69	33.53%	\$ 35.62	33.53%	\$ 14.53	33.53%	\$ 24.78	33.53%	\$ 25.67	33.53%	\$ -	0.00%	\$ 293.37	33.53%	\$ 133.33	33.33%	\$ 180.00	33.33%	
AEOA	\$ 565.13	\$ 1.15	1.11%	\$ 1.18	1.11%	\$ 0.48	1.11%	\$ 0.82	1.11%	\$ 0.85	1.11%	\$ -	0.00%	\$ 9.71	1.11%	\$ 133.33	33.33%	\$ 180.00	33.33%	
JET	\$ 3,104.48	\$ 12.95	12.52%	\$ 13.30	12.52%	\$ 5.43	12.52%	\$ 9.25	12.52%	\$ 9.59	12.52%	\$ -	0.00%	\$ 109.56	12.52%	\$ 133.33	33.33%	\$ 180.00	33.33%	
Job Service	\$ 1,583.89	\$ 5.88	5.69%	\$ 6.04	5.69%	\$ 2.46	5.69%	\$ 4.20	5.69%	\$ 4.36	5.69%	\$ 125.00	50.00%	\$ 49.77	5.69%	\$ -	0.00%	\$ -	0.00%	
LMI	\$ 247.06	\$ 1.15	1.11%	\$ 1.18	1.11%	\$ 0.48	1.11%	\$ 0.82	1.11%	\$ 0.85	1.11%	\$ -	0.00%	\$ 9.71	1.11%	\$ -	0.00%	\$ -	0.00%	
SSB	\$ 579.06	\$ 2.69	2.60%	\$ 2.76	2.60%	\$ 1.13	2.60%	\$ 1.92	2.60%	\$ 1.99	2.60%	\$ -	0.00%	\$ 22.77	2.60%	\$ -	0.00%	\$ -	0.00%	
UI - RESEA	\$ 295.70	\$ 1.37	1.33%	\$ 1.41	1.33%	\$ 0.58	1.33%	\$ 0.98	1.33%	\$ 1.02	1.33%	\$ -	0.00%	\$ 11.63	1.33%	\$ -	0.00%	\$ -	0.00%	
Vets	\$ 918.77	\$ 4.27	4.13%	\$ 4.39	4.13%	\$ 1.79	4.13%	\$ 3.05	4.13%	\$ 3.16	4.13%	\$ 125.00	50.00%	\$ 36.13	4.13%	\$ -	0.00%	\$ -	0.00%	
PROWD	\$ 247.06	\$ 1.15	1.11%	\$ 1.18	1.11%	\$ 0.48	1.11%	\$ 0.82	1.11%	\$ 0.85	1.11%	\$ -	0.00%	\$ 9.71	1.11%	\$ -	0.00%	\$ -	0.00%	
VRS	\$ 8,205.60	\$ 38.15	36.87%	\$ 39.18	36.87%	\$ 15.98	36.87%	\$ 27.25	36.87%	\$ 28.23	36.87%	\$ -	0.00%	\$ 322.64	36.87%	\$ -	0.00%	\$ -	0.00%	
ABE*	\$ 82.23	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	
TAA*	\$ -	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	
Carl Perkins CTE*	\$ 82.23	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	
CSBG/CAD	\$ 82.23	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	
REO - Second Chance Act*	\$ -	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	
Totals >	\$ 23,772.82	\$ 103.46	100.00%	\$ 106.25	100.00%	\$ 43.33	100.00%	\$ 73.90	100.00%	\$ 76.57	100.00%	\$ 250.00	100.00%	\$ 875.00	100.00%	\$ 400.00	100.00%	\$ 540.00	100.00%	

- Billed by DEED
- Billed by City
- Billed by DEED and/or CITY

Partner	Contribution	Value (Annual)
Duluth Adult Education	Use of testing room to complete appraisal level testing for CareerForce clients as required for enrollment in workforce programs	\$ 1,070
Perkins	Use of office space on the Lake Superior College campus to meet with workforce program participants in an accessible and convenient location, and to support program enrollment	\$ 1,320

Signatures

Chief Elected Official

Roger J Reinert, City of Duluth Mayor

DocuSigned by:
Roger J Reinert 2/22/2024
Signature Date

Duluth Workforce Development Board

Kayla Dietzmann, Chair

DocuSigned by:
Kayla Dietzmann 2/26/2024
Signature Date

City of Duluth Workforce Development Board

Elena Foshay, Director

DocuSigned by:
Elena Foshay 2/22/2024
Signature Date

JET-Northeast Minnesota Office of Job Training

Marie Domiano, Executive Director

DocuSigned by:
Marie Domiano 2/23/2024
Signature Date

Arrowhead Economic Opportunity Agency

Scott Zahorik, Executive Director

DocuSigned by:
Scott Zahorik 2/23/2024
Signature Date

Minnesota Department of Employment and Economic Development - Job Service

Jeanna Fortney, CareerForce Director

DocuSigned by:
Jeanna M. Fortney 2/23/2024
Signature Date

Carl D. Perkins Lake Superior Consortium

Dr. Patricia L. Rogers, President

DocuSigned by:
Patricia L Rogers 2/23/2024
Signature Date

Minnesota Department of Employment and Economic Development -- State Services for the Blind

Natasha Jerde, Director

DocuSigned by:
Natasha Jerde 2/22/2024
Signature Date

Minnesota Department of Employment and Economic Development - Vocational Rehabilitation Services

Dee Torgerson, Director

DocuSigned by:
Dee Torgerson 2/23/2024
Signature Date

Minnesota Department of Employment and Economic Development -TAA

Nancy Omandi, Director of Adult Programs

DocuSigned by:
Nancy Omandi 2/23/2024
Signature Date

Minnesota Department of Employment and Economic Development - Unemployment Insurance

Jim Hegman, Director

DocuSigned by:
Jim Hegman 2/23/2024
Signature Date

Minnesota Department of Employment and Economic Development - Veterans Employment Program

Jeanna Fortney, CareerForce Director

DocuSigned by:
Jeanna M. Fortney 2/23/2024
Signature Date

Minnesota Department of Employment and Economic Development - Communications, Analysis, and Research

Kevin McKinnon, Deputy Commissioner

DocuSigned by:
Kevin McKinnon 2/23/2024
Signature Date

Duluth Adult Education - ISD 709

Simone Zunick, Executive Director of Finance and Business Services

DocuSigned by:
Simone Zunick 2/23/2024
Signature Date