



**Hillsborough  
County Florida**

**FACILITIES MANAGEMENT & REAL ESTATE SERVICES**

PO Box 1110, Tampa, FL 33601-1110  
(813) 272-1175 | Fax: (813) 272-5248

November 17, 2025

**VIA EMAIL:**

Tampa Bay Workforce Alliance Inc.  
4350 W Cypress Street, Suite 875  
Tampa FL 33607  
Attn: Keidrian Kunkel, CEO

Re: #607 Career Source Exercise of Second of Three One-Year  
License Renewal Options

Dear Ms. Kunkel,

On January 8, 2020, Hillsborough County ("County") and Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Tampa Bay ("Career Source") entered into a five-year license agreement ("Agreement") for Career Source to use approximately 1,330 square feet of office space ("Premises") within the Southshore Community Resource Center located at 201 14<sup>th</sup> Avenue S.E. Ruskin, Florida ("Property"). The Agreement was then amended via a First Amendment dated February 16, 2022, which modified the total square footage of the Premises to 2,173 square feet, and a Renewal Option dated January 10, 2025, which increased the Occupancy Fee from \$6.00 per square foot to \$8.00 per square foot.

Pursuant to Article 3 of the Agreement, the Director of Facilities Management & Real Estate Services Department ("Director") has delegated authority to renew this Agreement for up to three (3) additional one (1) year terms ("Renewal Term(s)"). The Director hereby approves the second of three renewal options of one (1) year commencing on January 8, 2026, through January 7, 2027. All other terms and conditions of the Agreement remain in full force and effect.

Should you have any questions, please do not hesitate to contact Syreeta Gaynor, Real Property Specialist, County Properties Division, Facilities Management & Real Estate Services at [gaynors@HCFL.org](mailto:gaynors@HCFL.org).

Sincerely,

John Muller, P.E.  
Director of Facilities Management & Real Estate  
Services

Audrey Ziegler  
Director of Social Services

CC: Alicia Alvarez, Manager, County Properties Division, Facilities Management & Real Estate Services

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